

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
PLANNING COMMISSION AND THE
GROWTH MANAGEMENT COMMISSION**

Day: Wednesday
Date: May 26, 2021
Time: 5:00 PM
Location: Community Center, Robert “Bob” Crowell Board Room
851 East William Street
Carson City, Nevada

NOTICE TO THE 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 applicable Directives issued under authority of the Governor’s Declaration of Emergency, including Directive 024 and Directive 044, the maximum occupancy for physical attendance at this meeting is limited to occupancy consistent with social distancing requirements. In addition, unless specifically exempted by Directive 024, anyone who attends in person and is not physically separated by previously installed impermeable barriers must wear a face covering at all times.

Members of the public who wish only to view the meeting may watch the livestream of the Growth Management Commission and Planning Commission and meetings 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.

GROWTH MANAGEMENT COMMISSION AGENDA

- 1. Call to Order – Growth Management Commission**
- 2. Roll Call and Determination of a Quorum**
- 3. Pledge of Allegiance**
- 4. 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 Growth Management Commission, including any matter that is not specifically included on the agenda as an action item.

- 5. For Possible Action: Approval of the Minutes – May 27, 2020**

6. Meeting Items

6.A GM-2021-0147 For Possible Action: Discussion and possible action regarding a recommendation to the Board of Supervisors for a resolution establishing the maximum number of residential building permit allocations under the Growth Management Ordinance for the years 2022 and 2023 and estimating the maximum number of residential building permits for years 2024 and 2025; establishing the number of building permit allocations within the Development and General Property Owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review. (Hope Sullivan, hsullivan@carson.org)

Summary: The Growth Management Commission is required to make annual recommendations to the Board of Supervisors to establish the number of residential permits that will be available for the following calendar year. This has historically been based upon a maximum growth rate of three percent. The commercial and industrial daily water usage threshold is 15,000 gallons per day annual average in 2021, above which Growth Management Commission approval is required.

6.B GM-2021-0131 For Possible Action: Discussion and possible action regarding a request to allow for daily water usage above 15,000 gallons per day for a proposed drive-through carwash on property zoned Retail Commercial (RC), located at 3390 S. Carson Street, APN 009-111-28. (Hope Sullivan, hsullivan@carson.org)

Summary: The applicant is proposing a drive-through carwash. It is anticipated the average daily water usage will be approximately 18,000 gallons per day. Growth Management review and approval is required for any commercial use that uses more than 15,000 gallons of water per day.

Appeal of a Commission item: An appeal must be submitted to the Planning Division within 10 days of the Commission's action. 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 regarding an item on this agenda. For information regarding an appeal of a Commission decision, please contact Hope Sullivan, Community Development Director, at 775-887-2180, via e-mail at hsullivan@carson.org, or via fax at 775-887-2278.

7. 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 Growth Management Commission including any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

8. For Possible Action: Adjourn as the Growth Management Commission

PLANNING COMMISSION AGENDA

9. Call to Order – Planning Commission

10. Roll Call and Determination of a Quorum

11. Public Comment**

Members of the public are invited to address the Commission at this time and comment on any matter 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.

12. For Possible Action: Approval of the Minutes – April 28, 2021

13. Meeting Items- Public Hearings

13.A LU-2021-0130* For Possible Action: Discussion and possible action regarding a request for a Special Use Permit to construct a guest building and a detached garage resulting in the cumulative square footage of accessory structures exceeding 75 percent of the size of the proposed primary building on property zoned Mobile home 12,000 (MH12), located at 2754 Dori Way, APN 008-181-22. (Heather Ferris, hferris@carson.org)

Summary: The subject property is currently vacant; however, the applicant intends to construct a 1,680 square foot primary residence, a 693 square foot guest building, and a 900 square foot detached garage. Per Carson City Municipal Code (“CCMC”) 18.04.085.3 a guest building is allowed in the MH12 zoning district subject to first obtaining a special use permit and meeting the requirements of Division 1.4 of the Carson City Development Standards. Additionally, the cumulative square of the accessory structures (guest building and detached garage) will total 1,593 square feet which is 94.8 percent of the primary structure. Per CCMC 18.05.055, since the cumulative area of the detached accessory buildings will exceed 75 percent of the size of the primary structure a special use permit is required. The Planning Commission is authorized to approve a Special Use Permit.

13.B LU-2021-00148* For Possible Action: Discussion and possible action regarding a request for a Special Use Permit to construct an accessory structure that exceeds 75 percent of the size of the primary building on property zoned Mobile Home 6000 (MH6), located at 1120 Claudia Circle, APN 009-657-40. (Heather Ferris, hferris@carson.org)

Summary: The subject property is currently improved with a 1,512 square foot home and a 680 square foot detached garage on a 0.31-acre lot. The applicant is proposing to construct a 550 square foot detached carport. This will result in the cumulative square footage of the detached accessory structures being approximately 81 percent of the size of the primary building. As the cumulative square footage of the detached accessory structures will exceed 75 percent of the size of the primary structure, per CCMC 18.05.055, a Special Use Permit is required. The Planning Commission is authorized to approve a Special Use Permit.

13.C PUD-2021-0132 For Possible Action: Discussion and possible action regarding a request for a tentative Planned Unit Development (PUD-2021-0132) that would create 12 single family residential lots with a minimum lot size of 29,300 square feet and approximately 3.75 acres of open space on property zoned Single-family 1 acre (SF1A), located on the west side of Longview Way, north of Bedford Way and south of Kensington Place, APN 007-061-61. (Heather Ferris, hferris@carson.org)

Summary: The applicant is seeking to subdivide 11.95 acres using the provisions of Carson City Municipal Code 17.09 (Planned Unit Development). The 12 single family lots would range from 29,300 square feet to 34,346 square feet in size. Additionally, a 3.75± open space parcel is

proposed, including an improved pedestrian trail with a bridge over Ash Canyon Creek. The Board of Supervisors is authorized to approve a Tentative Planned Unit Development. The Planning Commission makes a recommendation to the Board.

13.D PM-2021-0030* For Possible Action: Discussion and possible action regarding an appeal of staff's decision to approve a Tentative Parcel Map (PM-2021-0030) subject to a condition of approval (condition #8) requiring the extension of the water main and associated improvements on property zoned Single Family 1 acre (SF1A), located at 3042 Combs Canyon Road, APN 007-502-01. (Heather Ferris, hferris@carson.org)

Summary: On April 30, 2021 staff approved a Tentative Parcel Map (PM-2021-0030) proposing to divide 15.13 acres into three parcels ranging from 3.05 acres to 9.02 acres in size. The Tentative Parcel Map was approved subject to 8 conditions of approval. An appeal of condition 8 requiring the extension of the water main and associated improvements (pressure reducing valve) was filed by the applicant on May 3, 2021. Per Carson City Municipal Code ("CCMC") 18.02.060 an administrative decision may be appealed by the applicant or any aggrieved party to the Planning Commission. The Planning Commission may deny the appeal and uphold the staff's approval, modify the conditions as outlined in the April 30, 2021 Notice of Decision, or approve the appeal and remove condition #8.

**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 of the Commission's action. 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 regarding an item on this agenda. For information regarding an appeal of a Commission decision, please contact Hope Sullivan, Community Development Director, at 775-887-2180, via e-mail at hsullivan@carson.org, or via fax at 775-887-2278.

14. Staff Reports (non-action items)

- 14.A - Director's report to the Commission. (Hope Sullivan)
- Future agenda items.
- Commissioner reports/comments.

15. 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. No action may be taken on a matter raised under this item of the agenda.

16. For Possible Action: Adjournment

****PUBLIC COMMENT LIMITATIONS** - *The Growth Management Commission and the Planning Commission will, as called to order, each 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 the Growth Management Commission's and the Planning Commission's aspirational goal to also provide for item-specific public comment. In order for members of the public to participate in the Growth Management Commission's and the Planning Commission's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the Chair or Vice-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. The Chair and Vice-Chair also retain 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 mayor/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. Comments may be limited to **three minutes** per person or topic at the discretion of the Chair or Vice-Chair in order to facilitate the meeting.*

Please note: Any person who wishes to have their complete testimony included in the permanent record of this meeting should provide a written or electronic copy to the Chair or Vice-Chair in addition to any other written material. Minutes of the meeting are produced in a summary format and are not verbatim.

Agenda Management Notice - 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.

For Further Information

Titles of agenda items are intended to identify specific matters. 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 planning@carson.org if you would like copies of supporting materials for an agenda item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Planning Division in writing at 108 E. Proctor St., Carson City, Nevada 89701, or call 775-887-2180, at least 24 hours in advance of the meeting.

This agenda and 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.

*This agenda has been posted at the following locations:
City Hall, 201 North Carson Street
Community Center, 851 East William Street
Community Development Department, 108 E. Proctor Street
Carson City Library, 900 North Roop Street*

*Carson City Website - <https://carson.org/government/meeting-information/agendas>
State Website - <https://notice.nv.gov>*