MINUTES
Workshop Meeting
Reno City Planning Commission
Wednesday, March 4, 2015 ● 5:00 PM
Reno City Hall - One East First Street, 7th Floor - Caucus Room, Reno, NV 89501

Commissioners
Jason Woosley, Chair  326-8862
Kevin Weiske, Vice Chair  326-8859  Paul Olivas  326-8861
Doug D. Coffman  326-8864  Charles Reno  326-8863
Peter Gower  326-8860  Kathleen Taylor  326-8858

1  Pledge of Allegiance
Chair Woosley led the pledge of allegiance.

2  Roll Call

<table>
<thead>
<tr>
<th>Attendee Name</th>
<th>Title</th>
<th>Status</th>
<th>Arrived</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathleen Taylor</td>
<td>Commissioner</td>
<td>Present</td>
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<tr>
<td>Jason Woosley</td>
<td>Chair</td>
<td>Present</td>
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<tr>
<td>Doug D. Coffman</td>
<td>Commissioner</td>
<td>Absent</td>
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<tr>
<td>Charles Reno</td>
<td>Commissioner</td>
<td>Present</td>
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<tr>
<td>Kevin Weiske</td>
<td>Vice-Chair</td>
<td>Present</td>
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<tr>
<td>Paul Olivas</td>
<td>Commissioner</td>
<td>Present</td>
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<tr>
<td>Peter Gower</td>
<td>Commissioner</td>
<td>Present</td>
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The meeting was called to order at 5:00 PM.

3  Public Comment
None

4  Approval of Minutes  (For Possible Action)

4.1  Reno City Planning Commission - Workshop - Jan 21, 2015 6:00 PM  (For Possible Action)
RESULT: ACCEPTED [UNANIMOUS]
MOVER: Kevin Weiske, Vice-Chair
SECONDER: Peter Gower, Commissioner
AYES: Taylor, Woosley, Reno, Weiske, Olivas, Gower
ABSENT: Doug D. Coffman

5 Planning Commission Goal Setting

5.1 Staff Report (For Possible Action): 2015 Planning Commission Goal Setting Workshop 5:03 PM

Nathan Gilbert, Associate Planner, introduced this item. The Staff Report includes the following topics: 1) 2014 Planning Commission Goals; 2) Future items identified at Planning Commission meetings; and 3) List of Advance Planning projects.

Commissioner Weiske stated that in the past one goal under the Communications category has been to have enhanced communication with City Council regarding planning related decisions. How do we talk to City Council members without breaking open meeting laws? Claudia Hanson, Planning and Housing Manager, stated that each Planning Commissioner represents a Ward so the Council Member for your Ward is who you would communicate with regarding issues in your Ward. Council Member Delgado is the Planning Commission Liaison for more general items. Do not discuss cases or specific projects moving forward with them.

Mr. Gilbert stated that these goals will be transferred to the Planning Commission annual report to the Council.

Commissioner Weiske expressed concern with the On-Premise Signs and Lighting category regarding the height currently allowed on monument signs. Ms. Hanson stated that she is working with the City Attorney's office on a draft for the sign policy. Commissioner Weiske’s comments will be addressed in that process.

Chair Woosley asked about the solar project exemption ordinance. Mr. Gilbert confirmed that item was addressed and codified. Chair Woosley asked if it has been successful. Ms. Hanson stated that Planning staff does not see them but they have not had any complaints.

Commissioner Taylor asked if the status under the Communication category should include the progress being made with the Master Plan update in the area of partnerships and social media. Ms. Hanson stated there will be a presentation on that at the 6:00 p.m. public hearing.
Commissioner Taylor stated that having the page numbers added to meeting packets has made a big difference.

Commissioner Gower suggested a goal for 2015 to have the context around projects available when making decisions to help get a feel for the comprehensive or cumulative impacts of the decisions made by the Planning Commission.

Commissioner Weiske stated that would be more project specific. The Planning Commission goals for the upcoming year should be broad and open rather than project specific.

Commissioner Olivas suggested that what Commissioner Gower is looking for sounds like a mission statement and how the goals support that statement. Ms. Hanson stated that the Planning Commission can add a mission statement to the goals. City Council has their priorities but this should focus on the Planning Commission priorities. The Planning Commission looks at development from a different angle than Council and advises them. Mr. Gilbert added that this is a way to formally let the Council know what the Planning Commission priorities are.

Commissioner Gower stated that a goal is a very broad statement and then there are objectives and more specific actions that get you to that goal. Not looking for more detail but some context that supports the decision-making process.

Ms. Hanson clarified that the goals are things you want to accomplish for the year outside of projects.

Mr. Gilbert stated that the Planning Commission’s input is critical in the current process of updating the Master Plan.

There was discussion regarding how to encourage these goals to be implemented in projects that come to the Planning Commission. Ms. Hanson suggested developing an action plan to address that in another workshop setting.

Commissioner Reno suggested including a Planning Commission goal analysis section in Staff Reports for projects that come to the Planning Commission. This can go in the Communication category.

Commissioner Weiske suggested a goal for the Pedestrian and Bicycle Amenities category to have more workshops with the Regional Transportation Commission.

Commissioner Weiske suggested for the Preparedness category to have a presentation by
staff to address timeliness of last minute changes and materials submitted to the Planning Commission by applicants. The presentation should be at the beginning of a Planning Commission meeting to reach more applicants and members of the public.

Ms. Hanson stated that she and Fred Turnier, Director of Community Development, just began a series of meetings with Planning Consultants on how to better bring forward applications.

Chair Woosley asked if the goals need to be approved today or at a later date when additional goals can be included. Mr. Gilbert stated that these goals will go into the annual report that will be approved tonight in the Planning Commission meeting.

Ms. Hanson stated that the goals can be enhanced at a future workshop.

Ms. Hanson suggested expanding the Preparedness category goal on timeliness of applications to include training for Commissioners as well as the community.

Commissioner Weiske suggested a goal for the Communication category to have Planning Commissioners attend at least one NAB meeting in their Ward per year.

There were no changes suggested for Environmentally Friendly Design Incentives and Strategies category.

Commissioner Reno suggested a goal for the Infill Incentives and Strategies category to promote an active, lively, clean, sustainable downtown area.

Chair Woosley suggested including language regarding safe travel for bikes in the Pedestrian and Bicycle Amenities category.

Commissioner Weiske suggested not making any changes to the On-Premise Signs and Lighting category since staff is currently working on those revisions.

Ms. Hanson recommended keeping the Food Policy category as a goal because it is being discussed in the Master Plan update process.

It was decided to leave the Residential Adjacency category as it is.

A motion was made by Commissioner Weiske, seconded by Commissioner Olivas, to direct staff to modify the goals as discussed. The motion carried unanimously with six (6) members present.
RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin Weiske, Vice-Chair
SECONDER: Paul Olivas, Commissioner
AYES: Taylor, Woosley, Reno, Weiske, Olivas, Gower
ABSENT: Doug D. Coffman

6 Public Comment
None

7 Adjournment (For Possible Action)