MINUTES
Regular Meeting
Reno City Planning Commission

Wednesday, May 6, 2015 ● 6:00 PM
Reno City Council Chamber, One East First Street, Reno, NV 89501

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

1 Pledge of Allegiance
Commissioner Coffman led the Pledge of Allegiance.

2 Roll Call

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<th>Attendee Name</th>
<th>Title</th>
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<tr>
<td>Kathleen Taylor</td>
<td>Commissioner</td>
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<tr>
<td>Jason Woosley</td>
<td>Chairman</td>
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The meeting was called to order at 6:00 PM.

3 Public Comment
Peter Kaiser discussed public comment applause should be allowed.

William C. Thornton requested confirmation that Robert's Ruled of Order are used for procedure at Council meetings.

4 Approval of Minutes  (For Possible Action)

4.1 Reno City Planning Commission - Workshop - Mar 4, 2015 5:00 PM (For Possible Action) 5:51 PM

It was moved by Commissioner Reno, seconded by Commissioner Weiske, to approve the March 4, 2015, workshop minutes. The motion carried with five (5) in favor and one (1) abstention by Commissioner Coffman.
RESULT: ACCEPTED [5 TO 0]
MOVER: Charles Reno, Commissioner
SECONDER: Kevin Weiske, Vice-Chair
AYES: Woosley, Reno, Weiske, Olivas, Gower
ABSTAIN: Doug D. Coffman
ABSENT: Kathleen Taylor

4.2 Reno City Planning Commission - Regular - Mar 4, 2015 6:00 PM (For Possible Action) 5:51 PM

It was moved by Commissioner Gower, seconded by Commissioner Olivas, to approve the March 4, 2015, regular meeting minutes. The motion carried with five (5) in favor and one (1) abstention by Commissioner Coffman.

RESULT: ACCEPTED [5 TO 0]
MOVER: Peter Gower, Commissioner
SECONDER: Paul Olivas, Commissioner
AYES: Woosley, Reno, Weiske, Olivas, Gower
ABSTAIN: Doug D. Coffman
ABSENT: Kathleen Taylor

4.3 Reno City Planning Commission - Regular - Apr 1, 2015 6:00 PM (For Possible Action) 5:51 PM

It was moved by Commissioner Coffman, seconded by Commissioner Gower, to approve the April 1, 2015, regular meeting minutes. The motion carried unanimously with six (6) members present.

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Doug D. Coffman, Commissioner
SECONDER: Peter Gower, Commissioner
AYES: Woosley, Coffman, Reno, Weiske, Olivas, Gower
ABSENT: Kathleen Taylor

5 City Council Liaison Reports
None

6 Update on the Master Plan Update Process

Fred Turnier, Community Development Director, discussed the Master Plan update process. Reno City Council approved an agreement with Clarion and Associates. Bob Sabotini has worked on the University Master Plan and the City of Reno Master Plan. Economic and Planning Systems (EPS) of Denver will be working on modeling. Darcy White, project lead for Clarion, will be in Reno on May 27th to meet with staff and Reno Planning Commissioners in
the afternoon to work on scoping and answer questions. The first three focus groups have been completed since the updates in April.

Mr. Turnier also reviewed the ETC Institute Citizen Survey results.

ETC Institute Citizen Survey - *Presented/Distributed at Meeting*

7 Update on the Regional Transportation Commission's Virginia Street MidTown & RTC RAPID Extension Project

Amy Cummings, Regional Transportation Commission (RTC), gave a presentation on the Virginia Street Bus RAPID Transit Extension.

Commissioner Weiske asked if there are plans to re-route buses for special events that could close down South Virginia Street. Ms. Cummings stated that they would look for opportunities to continue to have transit service to the extent possible.

Commissioner Gower asked about mode split goals for the segment. Ms. Cummings stated that the target is 25% alternative modes (bikes and pedestrians), and they are currently at about 20%.

Commissioner Gower asked how the side streets were selected. Ms. Cummings stated that they were selected by the City of Reno Public Works Department. Fred Turnier, Community Development Director will follow up with Public Works for more information.

Virginia Street TRANSIT Presentation - *Presented/Distributed at Meeting*

8 Unfinished Business/Public Hearings - Any person who has chosen to provide his or her public comment when a Public Hearing is heard will need to so indicate on the Request to Speak form provided to the Secretary. Alternatively, you may provide your comment when Item III, Public Comment, is heard at the beginning of this meeting. (This item is for either public comment on any action item or for any general public comment.)

8.1 Staff Report (For Possible Action): Case No. LDC15-00018 (Palisades) - A request has been made for: 1) a tentative map to develop in up to seven phases, a 260 lot single family residential subdivision; and 2) special use permits to allow: a) grading disturbance within a major drainageway; b) hillside development; c) grading resulting in cuts of 20 feet or more and fills of 10 feet or more; and d) cluster development. The ±184.84 acre site is located south, east and northeast of the McCaulay Ranch Boulevard/Gold Mine Drive roundabout in the Single Family Residential - 15,000 square feet (SF15) and Unincorporated Transition – 40 acres (UT40). The site has a Master Plan land use designation of Single Family Residential and Unincorporated Transition. vak  [Ward 2]  6:38 PM
Melissa Lindell, Wood Rodgers, reviewed information regarding this request and expressed agreement with all conditions, including amended Condition No. 10 and added Condition No. 27.

Vern Kloos, Senior Planner, stated that the staff report includes signed statements from the applicant and the adjacent neighbor indicating that they are in agreement on the issues related to this project. The staff report also includes letters from 3 wild horse associations and a letter from the Nevada Department of Agriculture. Staff believes that all the findings can be made and recommends approval.

At this time Chairman Woosley opened public comment for this item.

Mark Bruce, representing the Stanley related entities, spoke in favor of the application and thanked staff and the applicant for working with them.

Henry Bills spoke in favor of this item with concerns about having access to open space.

A letter from Corenna Vance dated April 13 and addressed to Vern Kloos was read into the record.

Shannon Windle, Hidden Valley Horse Protection Fund, spoke in favor of this item and stated that there is no open space, it is all private property.

Seeing and hearing no further public comment requests, Chairman Woosley closed public comment.

The Commissioners present disclosed that they received emails, spoke to applicant's representative and visited the site.

Commissioner Weiske requested clarification regarding the issue of open space around the property and access points that were chosen. Ms. Lindell stated that all the surrounding property is privately owned and there is no public access to private land. There is a trail system throughout the open space in the proposed development connecting to the drainageway that will remain open. The sidewalks and trail connections do connect to the Golden Hills project site. Trails will eventually connect to the Double Diamond trail system.

Chairman Woosley requested more detail on the Condition for fencing. Flint Wright discussed the NRS 569 requirements and stated that the fence will be adequate to keep the wild horses away from the housing development if it is maintained and built correctly.
Commissioner Reno asked if the main access to the property will be gated. Ms. Lindell stated it will be public streets and access will not be gated.

Commissioner Reno stated that he can make all of the findings, particularly findings 4 and 6. Commissioner Weiske stated that he can make all of the findings.

*It was moved by Commissioner Reno, seconded by Commissioner Weiske, in the case of LDC15-00018 (Palisades), based upon compliance with the applicable findings, to approve the tentative map. The motion carried unanimously with six members present.*

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**Motion:** Motion to approve the Special Use Permit 7:16 PM

Commissioner Reno stated that he can make all of the findings, particularly finding a. Commissioner Weiske stated that he can make all of the findings.

*It was moved by Commissioner Reno, seconded by Commissioner Weiske, in the case of LDC15-00018 (Palisades), based upon compliance with the applicable findings, to approve the special use permit, subject to conditions. The motion carried unanimously with six members present.*

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9 Public Hearings

9.1 Staff Report (For Possible Action): Case No. LDC15-00064 (Sikh Temple Parking Expansion) - A request has been made for a special use permit to construct a non residential development (a 76 space parking lot and outdoor sports courts) located adjacent to residentially zoned property. The ±.96 acre site is located on the south side of Selmi Drive, ±330 feet east of its intersection with Sutro Street in the Multifamily Residential 21 units per acre (MF21) zone. The site has Master Plan land use designation of Mixed Residential. vak [Ward 4] 7:07 PM
Mike Railey, Rubicon Design Group, reviewed information regarding this SUP request.

Vern Kloos, Senior Planner, reviewed information included in the staff report regarding this request and stated that staff believes that all the findings can be made and recommends approval.

At this time Chairman Woosley opened public comment for this item. Seeing and hearing no public comment requests, Chairman Woosley closed public comment.

The Commissioners present disclosed that they have visited the site.

Commissioner Gower asked about the relocation of the access gate. Mr. Kloos clarified the access gate location.

Commissioner Reno asked if the new handicap stall is being added because of the number of spaces being added. Mr. Kloos confirmed that it is required due to the number of parking spaces.

Commissioners Gower and Reno stated that they can make all of the findings.

It was moved by Commissioner Gower, seconded by Commissioner Reno, in the case of LDC15-00064 (Sikh Temple Parking Expansion), based upon compliance with the applicable findings, to approve the special use permit, subject to conditions. The motion carried unanimously with six (6) members present.

RESULT: APPROVED [UNANIMOUS]
MOVER: Peter Gower, Commissioner
SECONDER: Charles Reno, Commissioner
AYES: Woosley, Coffman, Reno, Weiske, Olivas, Gower
ABSENT: Kathleen Taylor

9.2 Staff Report (For Possible Action): Case No. LDC15-00063 (Vista Rafael Apartments) - A request has been made for a special use permit to allow: 1) a hillside development; and 2) and fills of 10 feet or more to construct a 416 unit apartment complex. The ±21 acre site is located on the southwest corner of the Vista Rafael Parkway/North Virginia Street intersection in the Mixed Use/North Virginia Street Transit Corridor (MU/NVTC) zones. The site has a Master Plan land use designation of Special Planning Area/North Virginia Street Transit Oriented Development Corridor. vak [Ward 4] 7:14 PM
Angela Fuss, CFA, reviewed information regarding this SUP request. A neighborhood meeting was held and concerns sited were related to views, traffic, and parking. Ms. Fuss addressed each of the main concerns.

Vern Kloos, Senior Planner, believes all issues are adequately addressed with the Conditions and the project design. All emails received were forwarded to the Planning Commission. Staff believes all the findings can be made and recommends approval.

At this time Chairman Woosley opened public comment for this item.

Nicole Aaker discussed concerns regarding traffic congestion exiting her property.

Michael Seidl discussed concerns including broken and cracked sidewalks.

Seeing and hearing no further public comment requests, Chairman Woosley closed public comment.

Commissioners Coffman, Gower, Olivas, Woosley, and Reno disclosed that they spoke with the applicant's representative, visited the site, and received emails. Commissioner Weiske disclosed that he visited the site and received emails.

Commissioner Coffman requested clarification regarding why this request is required. Mr. Kloos clarified that if the project did not have hillside development and cuts and fills, the project could be built by right.

Commissioner Weiske asked about the process for determining whether one or two entrances are appropriate. Bill Gall, Senior Civil Engineer, explained the process and stated that this case meets access management standards.

Chairman Woosley asked about pedestrian access. Mr. Gall discussed the plans for pedestrian access and stated that there is a Condition to repair and replace any existing sidewalk on Vista Rafael that does not meet current standards. Mr. Gall also confirmed that the existing site conditions can be built on with regard to the fill.

Commissioner Reno asked if the sidewalk should be on Virginia Street. Mr. Gall explained the condition and terrain of the site and stated that an offset sidewalk is preferred at this time.

Commissioner Gower stated that the applicant has done a good job of making the project compatible with the surrounding development.
Commissioners Gower and Coffman stated that they can make all of the findings.

_It was moved by Commissioner Gower, seconded by Commissioner Coffman, in the case of LDC15-00063 (Vista Rafael Apartments), based upon compliance with the applicable findings, to approve the special use permit to allow hillside development. The motion carried unanimously with six (6) members present._

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Motion: Motion to approve SUP for cuts and fills  7:44 PM

Commissioner Gower stated that he can make all of the findings, in particular finding e. Commissioner Coffman stated that he can make all of the findings.

_It was moved by Commissioner Gower, seconded by Commissioner Coffman, in the case of LDC15-00063 (Vista Rafael Apartments), based upon compliance with the applicable findings, to approve the special use permit to allow cuts and fills, subject to conditions. The motion carried unanimously with six (6) members present._

Chairman Woosley read the appeal process into the record.

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9.3 Staff Report (For Possible Action - Recommendation to City Council): Case No. LDC13-00062 (Keystone/Van Ness Zone Change) - A request has been made for a zoning map amendment to change the zoning designation from Single Family Residential – 6,000 square feet (SF6) to Open Space (OS) on ±43.8 acres. The subject site is located on five vacant parcels generally located southwest of the intersection of North McCarran Boulevard and Keystone Avenue and north of the intersection of Gulling Road and Wyoming Road. The site has a Public Facility and Mixed Residential Master Plan land use designation. njg  [Ward 5]  7:46 PM

Nathan Gilbert, Associate Planner, presented this request and stated that it is a City Council initiated request. Staff can make the findings and suggests a recommendation of approval for City Council.
At this time Chairman Woosley opened public comment for this item.

Kent Ervin, Van Ness Avenue, stated that this is a nice hiking area with access to the Keystone Canyon non-motorized recreational area and he supports the general idea to make it Open Space. Mr. Ervin expressed concern regarding some issues for consideration by the Planning Commission. One is that the unpaved road at the top of Van Ness has been a long-term problem with dust. There is also easy access from that area into the basins for inappropriate motorized use and when it is wet it gets rutted. There are some barriers there now but it is a continuing problem. Mr. Ervin stated that he wants to ensure that this Open Space designation will not impede any future fix to that problem. Another issue of concern for consideration is regarding access to the Keystone trailhead. Pedestrians and bikers either cross McCarran at the top of Keystone where there is no light and no crosswalk, or they go through a culvert and there is a question as to whether that is legal or not.

Debra Hendrickson, 1730 O'Farrell, stated that this parcel is an important part of the quality of life in the neighborhood. The area is used for walking dogs, sledding, stargazing, viewing fireworks at Rancho San Rafael, and it really is the heart of the neighborhood. It is an important parcel and Ms. Hendrickson strongly supports turning it into Open Space. A few years ago the City had a plan for a developed park at the top of the area where the dirt road is and Ms. Hendrickson expressed support for that as well. Any kind of playground or park that would draw people out with their kids would be a nice asset for the neighborhood. Ms. Hendrickson stated that the current concrete barriers were put there to keep people from driving onto the property and dumping things but they are an eyesore and they have tried for several years to get a cable and post fencing. Ms. Hendrickson requested support from the Planning Commission to get the barrier changed.

Don Butterfield, 1965 Van Ness, expressed support for making this area Open Space stating that it will help preserve the character of the neighborhood and maintain access to the other Open Space around it. It is part of the charm and heart of the neighborhood. Mr. Butterfield also expressed support for paving the dirt road and for post and cable barriers.

The Commissioners present disclosed that they have visited the site and received emails.

Commissioner Reno asked if this change would prohibit the road mentioned in public comment from being paved. Mr. Gilbert stated that Open Space is the most restrictive zoning designation. Any further development would be up to the City Council. Fred Turnier, Community Development Director, explained that the proper process would be to work with the Park and Recreation Commission and also meet with the elected official
in the area to address concerns.

Commissioner Reno asked if there is any concern regarding the liability of the City changing this to Open Space. Mr. Gilbert explained that the Open Space designation does not affect accessibility or liability. It is the baseline for any future development.

Commissioner Gower asked about any legal parameters regarding access through the culvert. Mr. Turnier will get back to the Commission with information on whether or not people can use that area.

Commissioner Weiske encouraged the public to bring their concerns and requests regarding this item to the City Council where a final decision will be made.

Commissioners Weiske and Coffman stated that they can make all of the findings.

_It was moved by Commissioner Weiske, seconded by Commissioner Coffman, in the case of LDC15-00062 (Keystone/Van Ness Zone Change), based upon compliance with the applicable findings, to recommend that City Council approve the zoning map amendment by ordinance. The motion carried unanimously with six (6) members present._

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9.4 Staff Report (For Possible Action - Recommendation to City Council): Case No. LDC15-00060 (Sharlands PUD Amendment) - A request has been made to amend the Design Standards Handbook for Planning Unit 6 to add high turnover restaurants with drive through facilities to the list of allowed uses (this use is currently prohibited in Planning Unit 6). Planning Unit 6 contains 5.4 acres and is located in the area bounded by Sharlands Avenue to the north, Ambassador Drive to the west and Robb Drive to the east. The entire ±123.2 acre Planned Unit Development (PUD) is bounded by Mae Anne Avenue to the west, I-80 to the south and extends ±1,275 feet east of the Robb Drive/I-80 intersection in the PUD (Planned Unit Development-Sharlands) zone. The site has a Master Plan land use designation of Special Planning Area/McQueen Neighborhood Plan. vak [Ward 1] 8:02 PM

Melissa Lindell, Wood Rodgers, reviewed information regarding this amendment request.
Ed Ricks, Master Developer of the Sharlands PUD and GM for Sharon Corporation, referred to the Exhibit Section of the original application 9.4.b regarding a language change under the Phasing Program section that affects the entire PUD. There are a several owners of different parcels in that PUD that this change would affect.

Vern Kloos, Senior Planner, referred to the language in the Phasing Program section relating to the expiration of the PUD in 2024. Because this addition was not addressed in the notice, staff suggests that it not be included as part of the recommendation to City Council. Staff will be able to include that in the notice for the hearing before the Council.

At this time Chairman Woosley opened public comment for this item.

Fred Frampton spoke in support of this item.

Ray Wojdynski spoke in opposition of this item expressing concerns regarding traffic issues.

Eileen Webb spoke in support of this proposal as long as it is not a blanket statement that the whole development area would be open to additional high turnover restaurants.

Chuck Bryant spoke in opposition to the change in property rights without proper notice.

Commissioner Coffman disclosed that he visited the site and received emails. The remaining Commissioners present disclosed that they have visited the site, received emails, and spoke to the applicant's representative. Commissioner Reno disclosed that he also spoke with the contractor.

Mr. Kloos confirmed that this amendment request will only allow the one drive through that is being requested.

Commissioner Reno asked why the language under the Phasing Program section is being added now and not in one of the past amendments. Mr. Kloos stated that it was included at the direction of Council, but that staff does not recommend acting on that language at this time since it was not properly noticed.

Commissioner Reno asked about the traffic level of service. Paul Solaegui, Solaegui Engineers, discussed the traffic report and the level of service.

Fred Turnier, Community Development Director, recommended a strikethrough of the language in the Phasing Program section regarding timing that should not be considered
tonight for recommendation to the City Council.

Ms. Lindell and Mr. Ricks stated that they are in agreement with the strikethrough.

Commissioners Reno and Weiske stated that they can make all of the findings.

_It was moved by Commissioner Reno, seconded by Commissioner Weiske, in the case of LDC15-00060 (Sharlands PUD Amendment), based upon compliance with the applicable findings, to recommend that City Council approve the amendment to the Design Standard Handbook, subject to Condition A as written, and with the removal of the strikethrough regarding timing in the Phasing Program section. The motion carried unanimously with six (6) members present._

| RESULT: | APPROVED [UNANIMOUS] |
| MOVER:  | Charles Reno, Commissioner |
| SECONDER: | Kevin Weiske, Vice-Chair |
| AYES: | Woosley, Coffman, Reno, Weiske, Olivas, Gower |
| ABSENT: | Kathleen Taylor |

10 **Truckee Meadows Regional Planning Liaison Report**

Commissioner Weiske reported that there was a meeting last month where a project was struck down for a third time. It will go next to the Regional Planning Governing Board for a final decision unless it ends up in a court of law. There will be another Regional Planning Commission meeting in 2 weeks.

11 **Staff Announcements**

11.1 Report on status of Planning Division projects.

11.2 Announcement of upcoming training opportunities.

11.3 Report on status of responses to staff direction received at previous meetings.

11.4 Report on actions taken by City Council on previous Planning Commission items.

8:39 PM

At the last City Council meeting staff was directed to look into the following L items: Microhousing; and a Climate Action Working Group.

The Community Development Block Grant consolidated plan was presented to the City Council.
From now on SUPs approved by the Planning Commission will be attached to the Privileged Business License applications that go before the City Council.

A Planning Tech position was posted and is in the interview process. There are also three Assistant Planner positions currently open.

Approval was given for an assistant Building and Safety Manager, for more Building Inspectors, and for a Residential Plans Examiner.

12 Commissioner's Suggestions for Future Agenda Items (For Possible Action)
None

13 Public Comment
None

14 Adjournment (For Possible Action)
The meeting was adjourned at 8:42 p.m.