



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: May 12, 2020

DATE: March 9, 2020

TO: Board of County Commissioners

FROM: Trevor Lloyd, Planning Manager, Planning and Building, Community Services Department, 328-3617, tlloyd@washoecounty.us

THROUGH: Mojra Hauenstein, Arch., Planner, Division Director, Planning & Building, Community Services Department, 328-3619, mhauenstein@washoecounty.us

SUBJECT: Recommendation to approve, pursuant to NRS 278.040 and on the recommendation of the Chair, the reappointment of Francine Donshick to the Washoe County Planning Commission to represent Commission District 3 as an At-Large member (District 3 generally includes Sun Valley south of 7th Ave., and east of O'Brien Pass [Dream Catcher Dr.]), to fill a term beginning on July 1, 2020, and ending on June 30, 2024, or until such time as Ms. Donshick no longer serves on the Planning Commission or a successor is appointed, whichever occurs first. (Commission District 3.)

SUMMARY

Francine Donshick was appointed by the Board of County Commissioners (Board) to a full term on the Washoe County Planning Commission as an At-Large member representing District 3. The term began on July 1, 2016, and will expire on June 30, 2020. If reappointed, the term will begin on July 1, 2020, and end on June 30, 2024, or until such time as a successor is appointed, whichever occurs first.

Washoe County Strategic Objective supported by this item: Stewardship of our Community

PREVIOUS ACTION

On May 24, 2016, the Board appointed Francine Donshick to the Washoe County Planning Commission for a full term beginning on July 1, 2016, ending on June 30, 2020.

BACKGROUND

Nevada State Law requires Washoe County to create a Planning Commission to adopt the County's Master Plan and to provide other land use duties as established in County codes. The Board established the Planning Commission to hear and decide on applications for abandonments, certain special use permits, and tentative subdivisions;

AGENDA ITEM # _____

and, to hear and make recommendations to the Board concerning amendments to the County's Master Plan and the Development Code (Washoe County Code Chapter 110), adopted Regulatory Zoning maps, and Development Agreements. Terms of appointment are four years and the appointees must be residents of the unincorporated area of Washoe County and registered voters at the time of their appointment and throughout their term of office. Washoe County Code (WCC) Section 110.912.05(c)(4) establishes the appointment and qualifications for Planning Commission members. Pursuant to this code section, the Board appoints seven members to the Planning Commission as follows:

- Five members representing each of the County Commission Districts;
- One member from north of the Truckee River; and,
- One member from south of the Truckee River.

Based on direction previously provided by the Board, the Commissioner whose district is represented by the Planning Commission vacancy (Commission District 3 in this case), recommends the appointment. Commissioner Kitty Jung recommends that Francine Donshick be reappointed to the Planning Commission for a second full term commencing on July 1, 2020, through June 30, 2024, or until such time as a successor is appointed, whichever occurs first. Ms. Donshick's application is included as Attachment A to this staff report. Ms. Donshick is an unincorporated County resident of Commission District 5.

WCC Section 110.912.05(c)(1) requires that the Chairman of the Board appoint, subject to the approval of the Board, members of the Planning Commission.

FISCAL IMPACT

As authorized by NRS 278.040(3) and WCC Section 110.912.05(e), the Planning Commission members receive compensation of \$80 per meeting. The Planning Commission is required by Nevada Revised Statute to meet monthly, which equates to an annual per member stipend of \$960. FY 2020 budget authority exists for the service in Community Services Department Planning and Development Admin (105400), Contracted/Temp Services (710110).

RECOMMENDATION

It is recommended that the Board of County Commissioners approve, pursuant to NRS 278.040 and on the recommendation of the Chair, the reappointment of Francine Donshick to the Washoe County Planning Commission to represent Commission District 3 as an At-Large member (District 3 generally includes Sun Valley south of 7th Ave., and east of O'Brien Pass [Dream Catcher Dr.]), to fill a term beginning on July 1, 2020, and ending on June 30, 2024, or until such time as Ms. Donshick no longer serves on the Planning Commission or a successor is appointed, whichever occurs first.

POSSIBLE MOTION

Should the Chair reappoint Francine Donshick to the Planning Commission and should the Board agree with the reappointment, a possible motion would be:

“Move to approve, pursuant to NRS 278.040 and on the recommendation of the Chair, the reappointment of Francine Donshick to the Washoe County Planning Commission to represent Commission District 3 as an At-Large member (District 3 generally includes Sun Valley south of 7th Ave., and east of O’Brien Pass [Dream Catcher Dr.]), to fill a term beginning on July 1, 2020, and ending on June 30, 2024, or until such time as Ms. Donshick no longer serves on the Planning Commission or a successor is appointed, whichever occurs first.”

Attachment A – Planning Commission Application

cc: Francine Donshick