



# WASHOE COUNTY PLANNING COMMISSION Meeting Minutes

## Planning Commission Members

Larry Chesney  
Sarah Chvilicek, Vice Chair  
Francine Donshick, Chair  
R. Michael Flick  
Kate S. Nelson  
Larry Peyton  
Pat Phillips

Tuesday, December 7, 2021  
6:00 p.m.

Washoe County Administrative Complex  
Commission Chambers  
1001 E 9<sup>th</sup> Street, Building A  
Reno, Nevada 89512

## Secretary

Trevor Lloyd, Secretary

and available via  
Zoom Teleconference

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The Washoe County Planning Commission met in a scheduled session on Tuesday, December 7, 2021, in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada and via Zoom teleconference.

The meeting will be televised live and replayed on the Washoe Channel at: <https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> also on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>

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## 1. \*Determination of Quorum

Chair Donshick called the meeting to order at 6:00 p.m. The following Commissioners and staff were present:

Commissioners present: Larry Chesney  
Sarah Chvilicek, Vice Chair  
Francine Donshick, Chair  
R. Michael Flick  
Kate S. Nelson (via Zoom)  
Pat Phillips

Commissioners absent: Larry Peyton

Staff present: Trevor Lloyd, Secretary, Planning and Building  
Dan Cahalane, Planner, Planning and Building  
Julee Olander, Planner, Planning and Building  
Courtney Weiche, Senior Planner, Planning and Building  
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office  
Lacey Kerfoot, Recording Secretary, Planning and Building  
Adriana Albarran, Office Support Specialist, Planning and Building  
Donna Fagan, Account Clerk II, Planning and Building

## 2. Pledge of Allegiance

Commissioner Chesney led the pledge to the flag.

## 3. Ethics Law Announcement

Deputy District Attorney Gustafson provided the ethics procedure for disclosures.

## 4. Appeal Procedure

Secretary Lloyd recited the appeal procedure for items heard before the Planning Commission.

## 5. General Public Comment and Discussion Thereof

Chair Donshick opened the Public Comment period.

### Public Comment:

Mark Neumann stated there will be a lot of development going in off the Highland Ranch Parkway between Sparks and Sun Valley. He would like to know if there's any future development planned for the fire department or road improvements. He asked what the plan is for putting in 7,000 houses just in one little area plus all the development that's going in Sparks. Mr. Neumann stated that Highland Ranch Road is the only access road between the North Valleys and Sparks, emphasizing that it is a very highly trafficked road.

Ryan Turner (via Zoom) stated that he is on the utility committee for his neighborhood, the Sun Ridge subdivision includes over 20 homes off of Mount Rose and 431. Mr. Turner stated that they live on a private road with a septic system and pretty poor broadband service. He also stated that they have a private water provider operating on very aging equipment and providing high uranium content water to the neighborhood. The water has to be reverse osmosis filtered before it can be used because it's over the EPA limit. A lot of people in the neighborhood would like to be incorporated into the County for the County roads, water and sewer access. Mr. Turner stated that he would like that to be included in the next round of planning to make sure that can happen.

There was no further response to the request for public comment.

## 6. Approval of Agenda

Commissioner Chesney moved to approve the agenda for the December 7, 2021 meeting as written. Commissioner Chvilicek seconded the motion, which passed unanimously with a vote of six for, none against; Commissioner Peyton – absent.

## 7. Approval of November 7, 2021 Draft Minutes

Commissioner Chesney moved to approve the minutes for the November 7, 2021, Planning Commission meeting as written. Commissioner Phillips seconded the motion, which passed unanimously with a vote of six for, none against, Commissioner Peyton – absent.

## 8. Planning Items

**A. Master Plan Update** [Non-action item] – Eric Young, Senior Planner, will brief the Planning Commission on the Master Plan Update - EnvisionWashoe2040 project. The discussion will focus on a review of upcoming public engagement opportunities designed to solicit public input on the project.

- Staff: Eric Young, Senior Planner

Washoe County Community Services Department  
Planning and Building

- Phone: 775.328.3613
- E-mail: [eyoung@washoecounty.gov](mailto:eyoung@washoecounty.gov)

Senior Planner, Eric Young, provided a presentation on the Master Plan Update - EnvisionWashoe2040 project.

Discussion by Commission:

Commissioner Phillips requested a copy of the PowerPoint. Mr. Young stated it would be available on the EnvisionWashoe website. She asked whether representatives from each of the regional areas are represented on the committees. Mr. Young stated there are regional representatives, but he would like more from Palomino Valley and South Valleys. Ms. Phillips asked how much input the local residents have right now. Mr. Young stated that the survey is currently active and he is driving as many residents as possible to take the survey.

Commissioner Flick referenced a PowerPoint slide about transportation and asked for clarification on what that includes. Mr. Young stated transportation doesn't just mean RTC bus and transit, although that is included. Transportation encompasses road networks, as well as how roads are maintained and how they're paid for.

**B. Report on Master Plan Amendment Case Number WMPA21-0002 (Village Green)**

**[For possible action]** – For hearing, discussion and possible action to send a report to the Washoe County Board of County Commissioners (BCC) in accordance with NRS 278.220(4) indicating the Planning Commission's agreement or dis-agreement with proposed modifications made by the BCC to WMPA21-0002 (amendments to the Washoe County Master Plan, Spanish Springs Area Plan, Appendix D – Village Green Commerce Center Specific Plan); and to direct staff regarding the contents of such a report. If ultimately approved by the BCC, WMPA21-0002 would include the following additional modifications:

1. Update building setback requirements along Calle de la Plata from 20 feet to 30 feet;
2. Update building setback requirements along the western property line of the Plan boundary from 5 feet to 50 feet when adjacent to residential zoned parcels;
3. Add requirement addressing trash enclosures adjacent to any residential zoned parcels; and
4. Add a public trail easement located along the eastern property line of APN 534-561-06 & 07

- Applicant: Blackstone Development Group
- Property Owner: STN 375 Calle Group, LLC
- Location: 375 Calle De La Plata
- APN: 534-561-10
- Parcel Size: 39.12 acres
- Master Plan: Industrial (I)
- Regulatory Zone: Industrial (I)
- Area Plan: Spanish Springs
- Development Code: Authorized in Article 820, Amendment of Master Plan
- Commission District: 4– Commissioner Hartung
- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building

- Phone: 775.328.3627
- E-mail: [jolander@washoecounty.gov](mailto:jolander@washoecounty.gov)

Planner, Julee Olander, gave a presentation. There was no applicant presentation.

Public Comment:

Larry Thomas stated that the project representative, Mike, has been very helpful in keeping residents updated on what is going on. Mr. Thomas commented on the setback, stating that luckily he recognized an issue and pointed it out to Commissioner Hartung and Mike. He stated what was really disturbing was at the last meeting the public is allowed to come up and speak for a few minutes, and the public asked you the Commissioners not to make a motion. The request was totally ignored. The Commissioner pat himself and everybody else on the back and complimented them on what a great job they did in reviewing all this stuff, and the public couldn't speak. To have the BCC move the setback from 5 to 50 feet is great; that's what they are supposed to do. But to listen to all the great things everyone had done at the last meeting and then miss something as large as this; it would have turned into a lawsuit later. It's a big deal. They didn't review it well enough. Staff could be more diligent in the changes.

There was no further response to the request for public comment.

Discussion by Commission:

Commissioner Chvilicek stated that she thought the Commission had citizen agreement, developer agreement, and now it's being changed again. Commissioner Chvilicek asked for insight on why this was changed. Ms. Olander explained that the application is submitted by the applicant, who presents what they want to change. Staff has some input and can comment on things that they feel are appropriate or not appropriate. The items that came up were the setbacks. The applicant was ok with the setbacks that were set up. The trash enclosures have been clarified for anything adjacent to residential. There was also discussion on the trail. The BCC requested that the trail be placed back on the eastern boundary of the Washoe County property. Commissioner Chvilicek asked whether the trail terminus is on private property. Ms. Olander said it's an easement along the detention basin property between the two parcels. It will start at Calle De La Plata and end on Washoe County property. It will not connect to anything in Bridle Path until that is resolved.

Commissioner Chvilicek asked what everyone had agreed upon with the original setbacks. Ms. Olander showed the PowerPoint slide that references the setback. She noted along Calle De La Plata the setback was 20 feet; since there is a ditch there, the setback was updated to 30 feet to make sure there was some distance. There is one property not in the plan that is zoned Medium Density Suburban, APN 534-561-10. Along that western property line, the setback went from 5 feet to 50 feet. Any building on parcel 10 will now have to be 50 feet from the property line. Ms. Olander stated that this has not come up the three previous times that this item came before the Commission.

Commissioner Chvilicek asked if the developer asked for that specific setback. Mike Raley, the applicant representative, stated that this was an oversight. Parcel 10 was originally zoned industrial, which is where the 5 feet setback came from. The applicant agrees on this setback to allow for a buffer. He noted that parcel 10 may go back to industrial zoning in the future; therefore, the condition is written so that there is a 50-foot setback whenever adjacent to residential zoned property. If this parcel goes to industrial zoning, it will revert back to what it was.

Commissioner Flick asked for clarification regarding the setbacks. Ms. Olander referenced the slide to show the setback where it will be 50 feet. There will be a 50 foot setback on all the

sides adjacent to residentially zoned properties and a 5 foot setback from the industrial-zoned property.

**Motion: Commissioner Chvilicek moved that, after giving reasoned consideration to the information contained in the staff report and information received during the action item, the Washoe County Planning Commission provide a report to the Washoe County Board of Commissioners regarding Master Plan Amendment Case Number WMPA21-0002 reflecting the following:**

1. Update building setback requirements along Calle de la Plata from 20 feet to 30 feet;
2. Update building setback requirements along the western property line of the Plan boundary from 5 feet to 50 feet when adjacent to residential zoned parcels;
3. Add requirement addressing trash enclosures adjacent to any residential zoned parcels; and
4. Add a public trail easement located along the eastern property line of APN 534-561-06 & 07

**Commissioner Chesney seconded the motion, which passed unanimously with a vote of six for, none against; Commissioner Peyton – absent.**

## 9. Public Hearings [For possible action]

**A. Amendment of Conditions Case Number WAC21-0007 (Lemmon Dr Estates) [For possible action]** – For hearing, discussion, and possible action to approve an amendment of conditions for WTM18-004 to remove condition 2(i) which requires undergrounding of electric transmission lines of 100kV or less and replace the condition with a new conditions 2(i) which will require undergrounding of electrical transmission lines of 35kV or less (and thus, will no longer require undergrounding of the existing 60kV transmission line).

- Applicant: Lafferty Communities
- Property Owner: BDF Trust
- Location: 600ft south of Military and Lemmon Dr.
- APN: 552-210-20
- Parcel Size: 33.622 acres
- Master Plan: Suburban Residential
- Regulatory Zone: Medium Density Suburban
- Area Plan: North Valleys
- Development Code: Authorized in Article 616
- Commission District: 5 – Commissioner Herman
- Staff: Dan Cahalane, Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.3628
- E-mail: [dcahalane@washoecounty.gov](mailto:dcahalane@washoecounty.gov)

Planner, Dan Cahalane, gave a presentation. Applicant Representative with CFA, Inc, Dave Snelgrove, addressed the Committee.

There was no response to the request for public comment. Recording Secretary, Lacey Kerfoot, stated that an emailed comment was received from Dan Harold. The comment was emailed to the Commissioners prior to the meeting.

**Motion: Commissioner Chesney moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve Amendment of Conditions Case Number WAC21-0007 for Lafferty Communities with the amended conditions included as Exhibit A to this matter, having made all the findings in accordance with Washoe County Code Section 110.608.25.**

**Commissioner Flick seconded the motion, which passed unanimously with a vote of six for, none against; Commissioner Peyton – absent.**

**B. Abandonment Case Number WAB21-0010 (Eli Drive) [For possible action] – For hearing, discussion, and possible action to approve an abandonment of the western ±12,926sf of Eli Drive. If approved, this portion of right-of-way will be abandoned to the abutting property owners at 044-374-02 and 044-362-01. The abandonment request is made pursuant to NRS 278.480 and related provisions in the Washoe County Development Code.**

- Applicant: Thomas Foothill, LLC
- Property Owner: Guild Family Trust, LLC, Steve & Diane Caddel.
- Location: West of the intersection of Eli Dr and Monte Vista Dr
- APN: ROW
- Parcel Size: ±12,926sf
- Master Plan: Suburban Residential
- Regulatory Zone: Low Density Suburban
- Area Plan: Southwest Truckee Meadows
- Development Code: Authorized in Article 806
- Commission District: 2 – Commissioner Lucey
- Staff: Dan Cahalane, Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.3628
- E-mail: [dcahalane@washoecounty.gov](mailto:dcahalane@washoecounty.gov)

Planner, Dan Cahalane, gave a presentation. The applicant was present in Chambers and available for questions but did not have a presentation.

There was no response to the request for public comment. Recording Secretary, Lacey Kerfoot, stated that an emailed comment was received from Roger Davidson, Manager of Thomas Foothill, LLC. The comment was emailed to the Commissioners prior to the meeting.

Discussion by Commission:

Commissioner Chvilicek inquired about the approval of the encroaching barn. Mr. Cahalane noted it was not required to survey property lines in the past. This barn has been there for over 20 years. Mr. Cahalane speculated that the barn was measured to the roadway instead of the property line. Commissioner Chvilicek asked for clear assurances that the property that is being landlocked has a way out. Mr. Cahalane stated that there is a condition requiring for ongoing private access easement to the benefit of all four current affected parcels, as well as emergency access. It provides access to property and emergency access. Commissioner Chvilicek asked if the parties were in agreement with this. Mr. Cahalane stated that the HOA of the subdivision is amiable to the idea and would take on responsibility for maintenance. Maintenance is a private matter; the County is requiring the access easements to be maintained by those benefiting from the abandonment.



**Motion: Commissioner Chesney moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve Abandonment Case Number WAB21-0010 for Thomas Foothill LLC, with the conditions included as Exhibit A to this matter and amended condition 2c, deleting the wording 'these requirements include' and having made all three findings in accordance with Washoe County Code Section 110.806.20.**

**Commissioner Flick seconded the motion, which passed unanimously with a vote of six for, none against; Commissioner Peyton – absent.**

**C. Abandonment Case Number WAB21-0011 (Lenco Ave) [For possible action] – For hearing, discussion, and possible action to approve the abandonment of Lenco Avenue and a portion of undeveloped roadway at the southern terminus of Lenco Avenue totaling ±3.72 acres. If approved, the roadway will be abandoned to the abutting properties which are all owned by Peavine Investors LLC. The request to abandon is pursuant to NRS 278.480 and related provisions in the Washoe County Development Code.**

- Applicant: Panattoni Development
- Property Owner: Peavine Investors LLC
- Location: Lenco Drive and a portion of roadway at the southern terminus of Lenco Avenue
- APN: 081-031-50
- Parcel Size: ±3.72 acres
- Master Plan: OpenSpace (OS)
- Regulatory Zone: Public & Semi Public Facility (PSP)
- Area Plan: North Valleys
- Development Code: Authorized in Article 806, Vacations and Abandonments of Streets and Easements
- Commission District: 5 – Commissioner Herman
- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.3627
- E-mail: [jolander@washoecounty.gov](mailto:jolander@washoecounty.gov)

Planner, Julee Olander, provided a presentation. Stacie Huggins, Consultant with Wood Rodgers, was present in Chambers and available for questions.

Public Comment:

Mark Adams (via Zoom) stated he is the owner at 10100 N. Virginia. He said he just recently moved to the area across the street, in Silver Shores subdivision. He stated he understands this abandonment is to facilitate a development that would run up the side of Peavine. He asked if that was correct. [Recording Secretary Lacey Kerfoot advised that this is a time for public comment, not question and answer.] Mr. Adams stated that he objects to this abandonment if it's to facilitate development behind them, as it will materially damage all the residents. He said he objects.

There was no further response to the request for public comment.

Discussion by Commission:

Patricia Phillips inquired about the easement for ATT. Ms. Olander stated that the letter was included and the request was added in the conditions of approval. The applicant would have to comply with that.

**Motion: Commissioner Phillips moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve Abandonment Case Number WAB21-0011 for Peavine Investors LLC, with the conditions included as Exhibit A to this matter, having made all three findings in accordance with Washoe County Code Section 110.806.20.**

**Commissioner Donshick seconded the motion, which passed unanimously with a vote of six for, none against; Commissioner Peyton – absent.**

**D. Master Plan Amendment Case Number WMPA21-0008 / Regulatory Zone Amendment Case Number WRZA21-0005 (Highland Village II) [For possible action] –**  
For hearing, discussion, and possible action:

- (1) To adopt a resolution amending the Washoe County Master Plan, Appendix C - Maps to reconfigure the boundaries of the Suburban Residential & Rural master plan designations on three adjacent parcels (APN's 508-020-04, -42 & -44); and
- (2) Subject to final approval by the Board of County Commissioners of the associated Master Plan Amendment and a finding of conformance with the Truckee Meadows Regional Plan by regional planning authorities, to adopt a resolution recommending amendment of the Sun Valley Regulatory Zone Map to change the regulatory zone on 3 parcels from 16.706 acres LDS (Low Density Suburban) and 1.676 acres of General Rural (GR) to 14.702 acres of HDS (High Density Suburban) and 3.68 acres of GR on 18.382 acres and reconfigure the boundaries of the proposed HDS and General Rural (GR) zones on the three adjacent parcels (APN's 508-020-04, -42 & -44); and if approved, authorize the chair to sign resolutions to this effect.

- Applicant/Property Owner: Krater Consulting Group, PC
- Location: LC Highland 2, LLC
- APN: 0 9th Avenue, Sun Valley
- Parcel Size: 508-020-04, -42 & -44
- Master Plan: 4.94ac (508-020-04), 10.13ac (508-020-42) & 3.33ac (508-020-44)
- Regulatory Zone: Suburban Residential & Rural
- Area Plan: General Rural & Low Density Suburban
- Development Code: Sun Valley
- Commission District: Authorized in Chapter 110, Article 820
- Staff: Courtney Weiche, Senior Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.3608
- E-mail: [cweiche@washoecounty.gov](mailto:cweiche@washoecounty.gov)

Senior Planner, Courtney Weiche, gave a presentation. Applicant Representative, Ken Krater, gave a presentation.

Public Comment:



Mark Neumann, resident on Cloudy Ct., stated he didn't receive a new notification card for tonight's meeting; he saw the meeting online. Mr. Neumann said the presentation clarified his concerns regarding Medium Density Suburban regulations. He said he is concerned that Washoe County isn't requiring school lights. There will be a lot of kids crossing Highland Ranch Blvd. into Virginia Palmer Elementary in the morning and afternoon and also to the middle school. Mr. Neumann said he believes that, for the safety of the children, there needs to be school lighting to slow down traffic during school hours. He has witnessed traffic going 50-60mph. Mr. Neumann is also concerned about overburdening the Sun Valley Fire Protection District.

Carmen Ortiz, Chair of Sun Valley CAB, thanked the applicant for the presentation and information. The Sun Valley Citizen Advisory Board has received several comments regarding the project. First and foremost, the CAB supports affordable housing and understands the need for new development. There are concerns about this project's impact on the existing community and residents. First, increased traffic on Highland Ranch Parkway. The existing design submitted doesn't address the additional road impact. The last traffic analysis study didn't show a need to widen Highland Ranch Parkway. Ms. Ortiz stated that just yesterday the traffic was backed up eastbound all the way from Midnight Drive to Pyramid Highway – 2.9 miles of traffic sitting still. The second concern is the safe pedestrian access across Highland Ranch Park, especially for children who are zoned for a school across this busy road. She said she appreciates the opportunity to present to the Commission on behalf of the community. Ms. Ortiz also stated that she is excited to hear the County is seeking public engagement to the Master Plan.

There was no further response to the request for public comment.

Discussion by Commission:

Chair Donshick reminded the Commissioners they are only discussing the Master Planning and Zoning changes. We are not voting on traffic or the tentative map.

Ms. Weiche stated that notice was sent to residents per NRS requirements, within 750 feet of the subject property.

Commissioner Chvilicek applauded staff for providing the 'approved, but not yet built' visual. She stated that she understands we are not discussing traffic, but the impact on Highland Ranch Parkway with the "approved, not yet built" is there. She applauded the applicant representative and County staff on a comprehensive presentation.

Commissioner Flick inquired about a slide that shows high or medium density at 3.8 units per acre. He asked if the 3.8 yield came about in the proposed tentative map. Commissioner Flick asked if the yield in the zone is 126 units or if it was based on the 3.8 units per acre. Ms. Weiche stated it should be based upon the maximum density allowed, 3.8 dwelling units per acre for the entire project area and 4.75 dwelling units per acre for just the portion zoned suburban residential.

Commissioner Chesney stated that he supports the Master Plan amendment and regulatory zone amendment. He said he was in that [traffic] mess yesterday at Highland Ranch Parkway. That should not affect these proposals, but by the time the rest of these developments on that "approved, not yet built" are built, it will be gridlock.

**Motion: Commissioner Chesney moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission adopt the resolution contained at Exhibit A of this staff report to amend the Master Plan as set forth in Master Plan Amendment Case Number WMPA21-0008 having made at least three of the following five findings in accordance with Washoe County Code Section 110.820.15(d).**

Commissioner Chesney further moved to certify the resolution and the proposed Master Plan Amendments in WMPA21-0008 as set forth in this staff report for submission to the Washoe County Board of County Commissioners and authorize the chair to sign the resolution on behalf of the Planning Commission.

Commissioner Chesney also moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Planning Commission adopt the resolution included as Exhibit B, recommending adoption of Regulatory Zone Amendment Case Number WRZA21-0005, having made all of the following findings in accordance with Washoe County Code Section 110.821.15. Commissioner Chesney further moved to certify the resolution and the proposed Regulatory Zone Amendment in WRZA21-0005 as set forth in this staff report for submission to the Washoe County Board of Commissioners and authorize the chair to sign the resolution on behalf of the Washoe County Planning Commission.

Commissioner Chvilicek seconded the motions, which passed unanimously by roll vote of six for, none against; Commissioner Peyton – absent.

#### **10. Chair and Commission Items**

##### A. Future agenda items

Commissioner Chvilicek thanked staff for the "planned, not yet built" document and requested that it continue to be provided in the future. Chair Donshick and Commissioner Chesney agreed. Commissioner Chesney mentioned that while the "planned, not yet built" document is helpful, it should not influence how the Commissioners vote.

##### B. Requests for information from staff

None

#### **11. Director's and Legal Counsel's Items**

##### A. Report on previous Planning Commission items

Secretary Lloyd reported that the Washoe County Board of County Commissioners (BCC) held the first readings on two code amendments; the first was to adopt the ordinance for the RRIF GAM/CIP, and the second was a code amendment to reduce setbacks in certain situations. The BCC also adopted the Master Plan Amendment to the North Valleys CMA.

##### B. Legal information and updates

None

#### **12. \*General Public Comment and Discussion Thereof**

Chair Donshick asked Secretary Lloyd to let staff know that they did an excellent job, paperwork was easy and presentations flowed well.

Recording Secretary, Lacey Kerfoot, indicated that a comment card had been completed by Mark Neumann for this item, but he had left the Chambers.

There was no further response to the request for public comment.

#### **13. Adjournment**

With no further business scheduled before the Planning Commission, the meeting adjourned at 8:04 p.m.

Respectfully submitted by Misty Moga, Independent Contractor.

Approved by Commission in session on January 4, 2022.

*Trevor Lloyd*

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Trevor Lloyd

Secretary to the Planning Commission