



PC & BOA Presentation

Washoe County Planning Commission & Board of Adjustment

*Washoe County Board of County Commissioners
July 24, 2018*



Overview of Planning Commission

- **7 Members**
- **4 Year Terms**
- **5 members appointed by the County Commission based on Districts**
- **2 members at large (north and south of river)**
- **The PC meets monthly and for special meetings (e.g., with Reno PC)**
- **51 – Total Number of Cases heard from May 2017 thru May 2018**



State Law Requirements - PC

- **Requires BCC to create PC with 7 members (NRS 278.030) and sets 4 year member terms (NRS 278.040)**
- **Requires at least 1 meeting a month (NRS 278.050)**
- **Requires PC to adopt a master plan for the County (NRS 278.150) and establishes master plan elements (NRS 278.150)**
 - Sets forth process for BCC to adopt the master plan (NRS 278.220)



Planning Commission Responsibilities

- **Master Plan Amendments**
- **Regulatory Zone Amendments**
- **Development Code Amendments**
- **Tentative Subdivision Maps**
 - Extension of Time Requests
- **Special Use Permits (Limited)**
 - Amendment of Conditions
- **Abandonments**
- **Joint Planning Commission items**



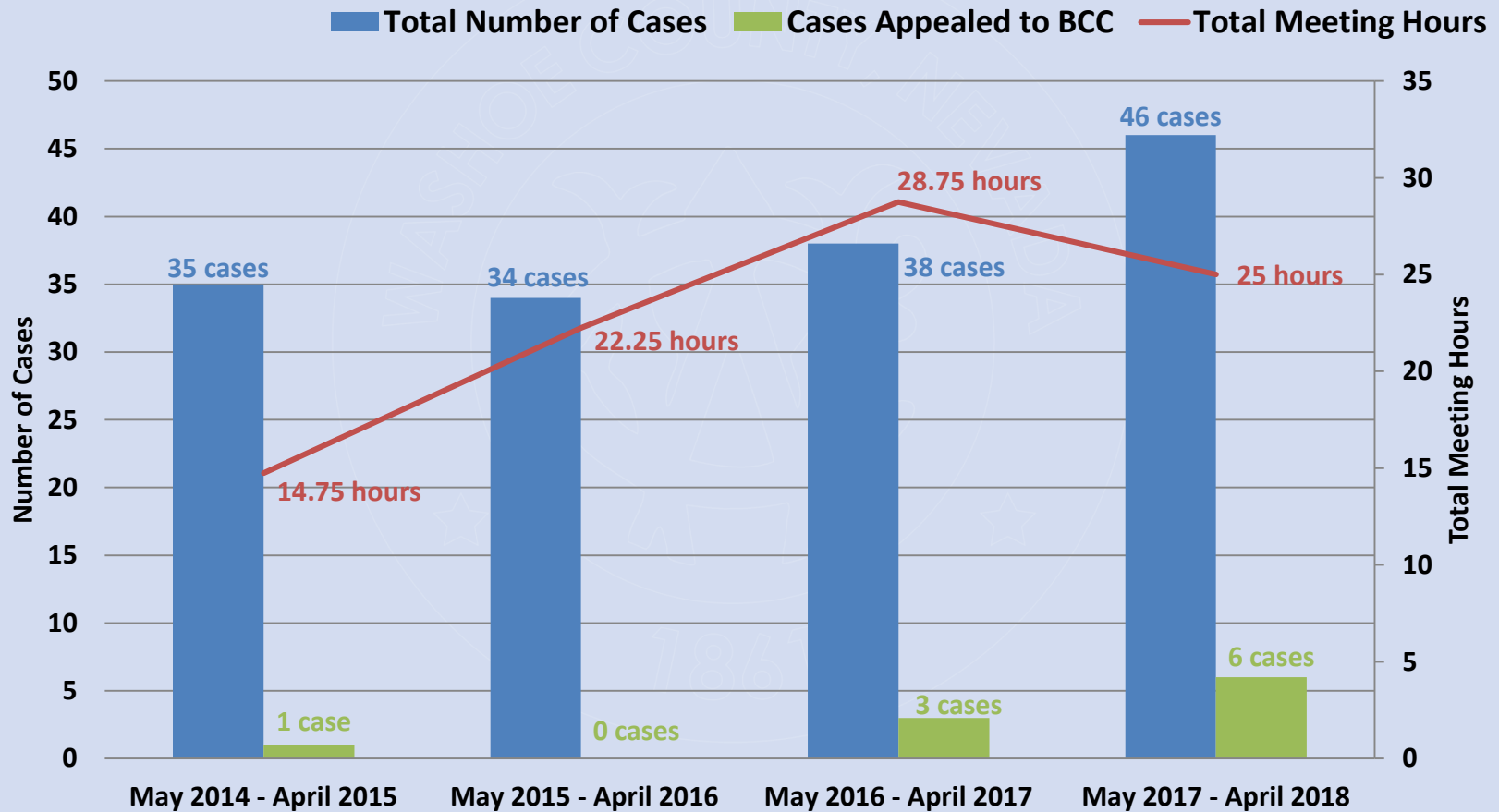
Additional PC Responsibilities

- **3 Members Serve on the Regional Planning Commission**
- **All Members Serve on the Capital Improvements Advisory Committee**
 - Plus one member based on code based qualifications
- **One Member Serves on the Parcel Map Review Committee**



PC Work Load and Meeting Time

Planning Commission Case Load/Time Spent at Meetings



BCC meeting of July 24, 2018



PC Workload and Meeting Time

Average PC Work Load per meeting		
Reporting Year (May to April)	Average number of Cases per meeting	Average Length of meeting
2014-2015	3.2 cases	1.3 hours
2015-2016	3.1 cases	2.0 hours
2016-2017	2.9 cases	2.2 hours
2017-2018	3.8 cases	2.1 hours



Overview of Board of Adjustment

- **5 Members**
- **4 Year Terms**
- **Appointed by the County Commission based on Commission Districts**
- **9 Meetings scheduled in 2018**
 - 3 meetings added from 2017 calendar in response to increased case load
- **30 - Total Number of Cases heard from May 2017 thru April 2018**



State Law Requirements - BOA

- **Enables (not requires) BCC to establish a Board of Adjustment (NRS 278.270)**
- **When BOA is established:**
 - Can be the BCC or no more than 7 non-BCC members (NRS 278.280)
 - Must act on appeals from zoning enforcement actions or regulations on location/soundness of structures (NRS 278.300)
 - Must decide on variances; NRS 278.300 defines and restricts scope of variances



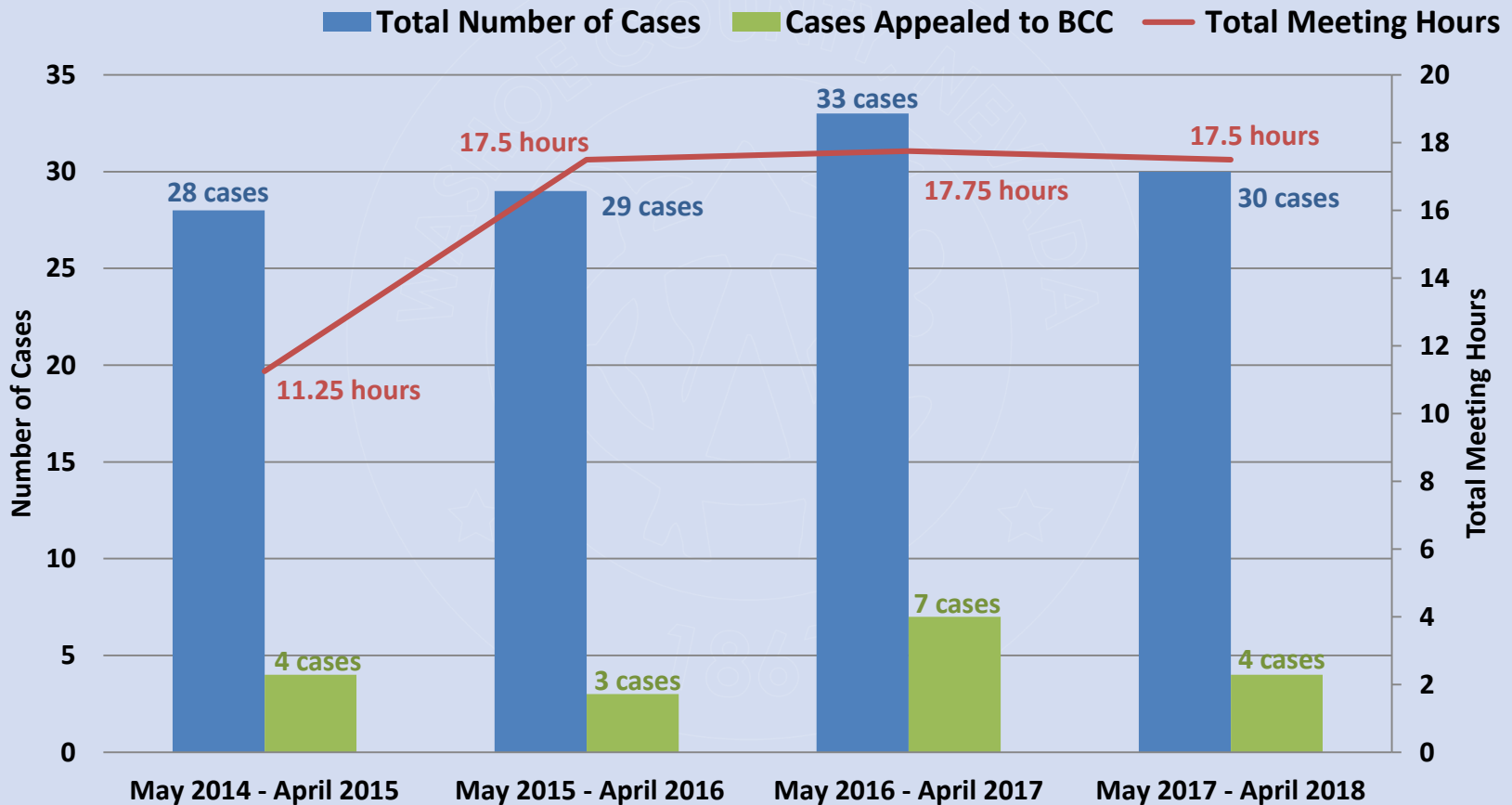
BOA Responsibilities

- **Special Use Permits**
 - Amendment of conditions
- **Administrative Permits**
 - Includes outdoor event licenses
 - Amendment of conditions
- **Variances**
 - Amendment of conditions
- **Appeals of Administrative (Staff) Decisions**
- **Extension of Time Requests**



BOA Work Load and Meeting Time

Board of Adjustment Case Load/Time Spent at Meetings



BCC meeting of July 24, 2018



BOA Workload and Meeting Time

Average BOA Work Load per meeting		
Reporting Year (May to April)	Average number of Cases per meeting	Average Length of meeting
2014-2015	4.7 cases	1.9 hours
2015-2016	4.8 cases	2.9 hours
2016-2017	5.5 cases	3.0 hours
2017-2018	5.0 cases	2.9 hours



PLANNING COMMISSION/BOA

QUESTIONS???

BCC meeting of July 24, 2018