



# 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**



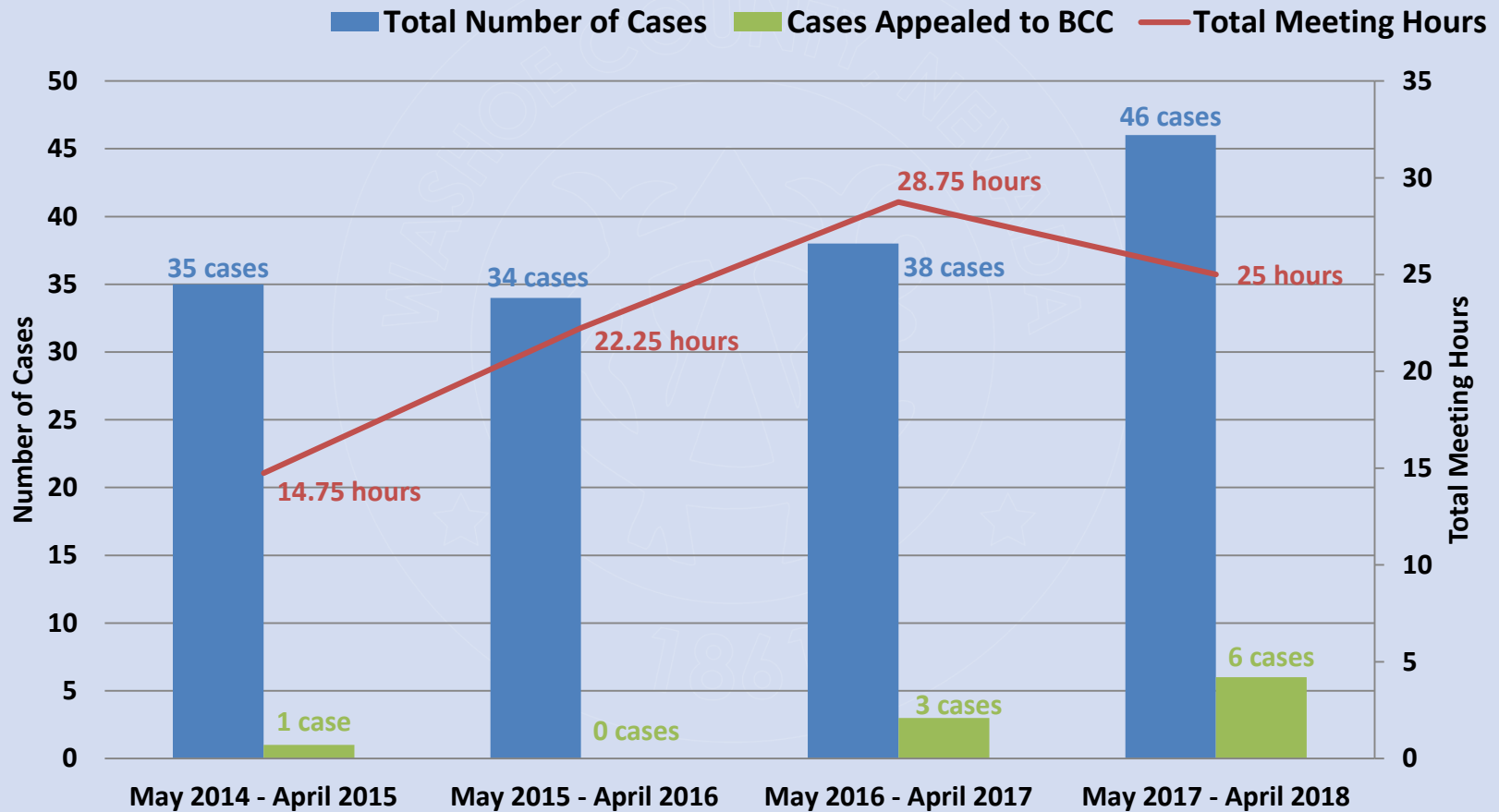
# Additional PC Responsibilities

- **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



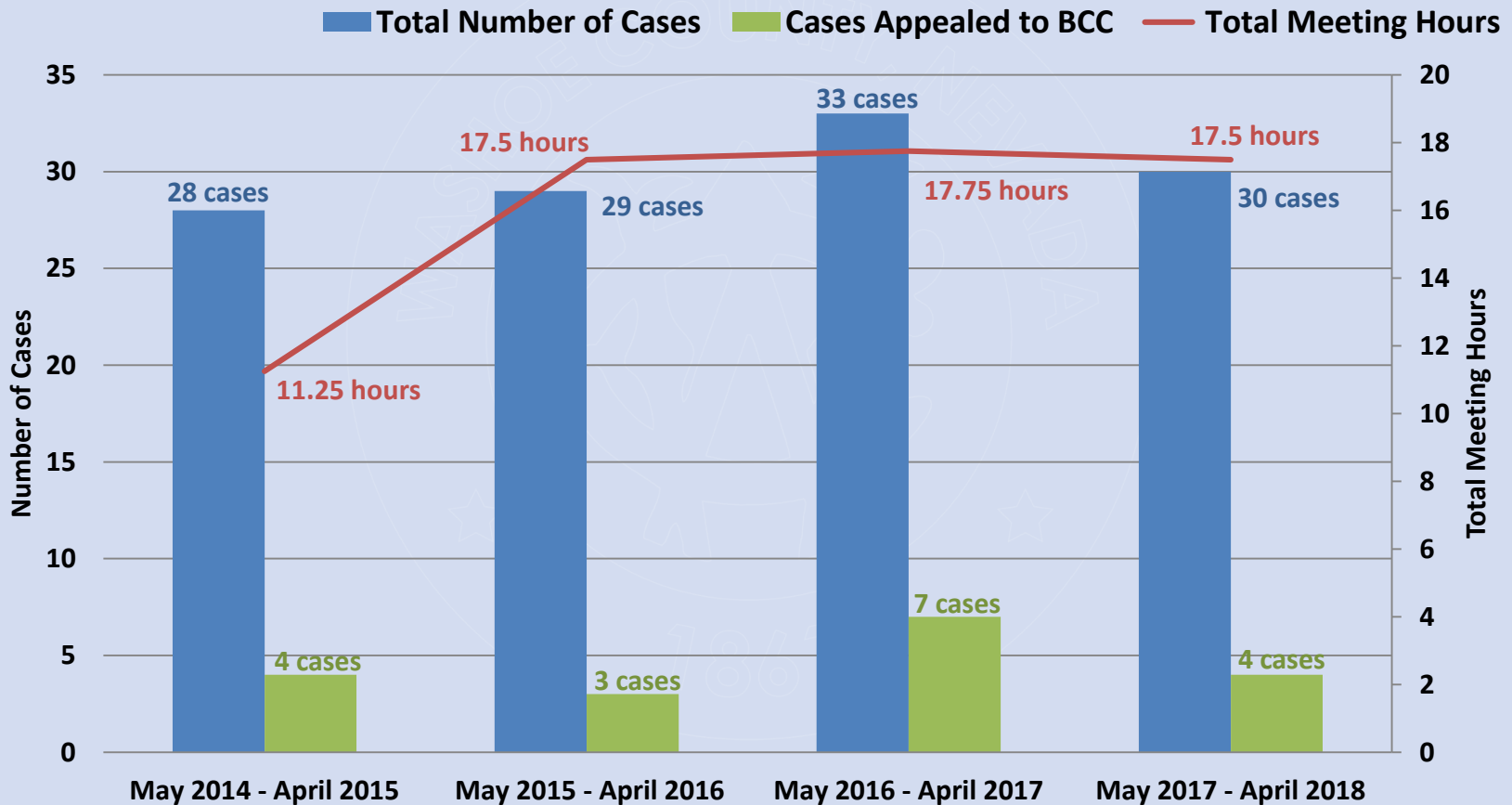
# BOA Responsibilities

- **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*