



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE:** February 12, 2019

**DATE:** January 11, 2019

**TO:** Board of County Commissioners

**FROM:** Julee Olander, Planner, Community Services Department  
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**THROUGH:** Mojra Hauenstein, Arch., Planner, Division Director, Planning &  
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**SUBJECT:** Introduction and first reading of an ordinance amending Washoe County Code Chapter 110 (Development Code) within Section 110.810.60(a)(3) & (4) Modifications of a Special Use Permit, to update the reference to the department name in that section to Planning and Building Division; and to change two of the requirements for the director to approve modifications of approved special use permits that involve “more” than a 10% increase in the floor area covered by existing structures associated with the use, and “more” than a 10% increase in site area covered by the use, by replacing the word “more” with the word “less”. If supported, set the public hearing for second reading and possible adoption of the Ordinance for February 26, 2019. (All Commission Districts.)

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### **SUMMARY**

Introduction and first reading of an ordinance amending Washoe County Code Chapter 110.810.60:

1. To update the Department’s name to the Planning and Building Division;
2. To clarify the intent of WCC Section 110.810.60 (a)(3), to allow the Director to alter for floor area when the area is less than ten percent; and
3. To clarify the intent of WCC Section 110.810.60 (a)(4), to allow the Director to alter the overall site area covered by an existing use when the use is less than ten percent.

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

### **PREVIOUS ACTION**

On January 2, 2019, the Washoe County Planning Commission heard this item, initiated the code amendment, and voted unanimously to recommend approval of proposed development code amendment WDCA18-0006 to the Board of County Commissioners (see Attachment B).

**AGENDA ITEM # \_\_\_\_\_**

## **BACKGROUND**

Washoe County Code (WCC) Article 810, Section 110.810.60(a) was last updated in 2015. The department name was changed to the Planning and Building Division of the Community Services Department from the Community Development Department. The wording in subsections 3 & 4 needs updating and clarification to reflect when the Director of the Planning and Building Division can approve modifications to an approved special use permit. The draft ordinance is included as Attachment A to this staff report and the proposed changes are included within the ordinance.

## **FISCAL IMPACT**

No fiscal impact.

## **RECOMMENDATION**

It is recommended the Board of County Commissioners introduce and conduct a first reading of an ordinance amending Washoe County Code Chapter 110 (Development Code) within Section 110.810.60(a)(3) & (4) Modifications of a Special Use Permit, to update the reference to the department name in that section to Planning and Building Division; and to change two of the requirements for the director to approve modifications of approved special use permits that involve “more” than a 10% increase in the floor area covered by existing structures associated with the use, and “more” than a 10% increase in site area covered by the use, by replacing the word “more” with the word “less”. If supported, set the public hearing for second reading and possible adoption of the Ordinance for February 26, 2019.

## **POSSIBLE MOTION**

Should the Board agree with staff’s recommendation, a possible motion would be:

“Move to introduce and conduct a first reading of an ordinance amending Washoe County Code Chapter 110 (Development Code) within Section 110.810.60(a)(3) & (4) Modifications of a Special Use Permit, to update the reference to the department name in that section to Planning and Building Division; and to change two of the requirements for the director to approve modifications of approved special use permits that involve “more” than a 10% increase in the floor area covered by existing structures associated with the use, and “more” than a 10% increase in site area covered by the use, by replacing the word “more” with the word “less”.

Also, introduce Bill Number (insert bill number as provided by the County Clerk) and set the public hearing for a second reading and possible adoption of the ordinance for February 26, 2019.”

Attachments: A - Proposed Draft Ordinance  
B - Planning Commission Signed Resolution 19-02  
C - Planning Commission Staff Report for WDCA18-0006  
D - Planning Commission Draft Minutes for January 2, 2019 Meeting