



# Planning Commission Staff Report

Meeting Date: August 4, 2020

Agenda item: 9F

MASTER PLAN AMENDMENT CASE NUMBER: WMPA20-0007 (Housing Element)

BRIEF SUMMARY OF REQUEST: To amend the Housing Element, a component of the Washoe County Master Plan, for the purpose of bringing the Housing Element into conformance with the 2019 Truckee Meadows Regional Plan

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APPLICANT: Washoe County

## CASE DESCRIPTION

**Washoe County Master Plan Amendment Case WMPA20-0007 (Housing Element)** – For possible action, hearing, and discussion to initiate and approve an amendment to the Housing Element, a component of the Washoe County Master Plan, for the purpose of bringing the Housing Element into conformance with the 2019 Truckee Meadows Regional Plan. The proposed amendments include new language referencing the county's support for the Regional Strategy for Housing Affordability, and particularly the roadmap of steps to address affordable housing needs in the community, and, if approved, authorize the chair to sign a resolution to this effect.

Applicant: Washoe County Planning and Building Division  
Citizen Advisory Board: All CABs  
Development Code: Authorized in Article 820, Master Plan Amendments  
Commission District: All Commission Districts

## STAFF RECOMMENDATION

INITIATE

**INITIATE AND RECOMMEND APPROVAL**

DO NOT INITIATE

## POSSIBLE MOTION

I move 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 to this staff report to amend the Master Plan as set forth in Master Plan Amendment Case Number WMPA20-0007 having made the following five findings in accordance with Washoe County Code Section 110.820.15(d). I further move to certify the resolution and the proposed Master Plan Amendments in WMPA20-0007 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.

*(Motion with Findings on Page 6)*

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**Exhibit Contents**

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Regional Plan List .....	Exhibit B
Regional Strategy for Housing Affordability .....	Exhibit C

## **Explanation of a Master Plan Amendment**

The purpose of a master plan amendment application is to provide a method of review for requests to amend the master plan.

The Master Plan guides growth and development in the unincorporated areas of Washoe County, and consists of three volumes. By establishing goals and implementing those goals through policies and action programs, the Master Plan addresses issues and concerns both countywide and within each community. Master plan amendments ensure that the Master Plan remains timely, dynamic, and responsive to community values. The Washoe County Master Plan can be accessed on the Washoe County website at <http://www.washoecounty.us>, select *Departments, Planning and Building*, then *Planning Documents* (Master Plan, Regulatory Zone) - or it may be obtained at the front desk of the Washoe County Planning and Building Division.

**Volume One** of the master plan outlines six countywide priorities through the year 2025. These priorities are known as elements and each is summarized below. The Land Use and Transportation Element, in particular, plays a vital role in the analysis of a master plan amendment.

- **Population Element.** Projections of population, housing characteristics, trends in employment, and income and land use information for the County.
- **Conservation Element.** Information, policies and action programs, and maps necessary for protection and utilization of cultural and scenic, land, water, air and other resources.
- **Land Use and Transportation Element.** Information, policies and action programs, and maps defining the County's vision for development and related transportation facilities needed for the forecasted growth, and protection and utilization of resources.
- **Public Services and Facilities Element.** Information, policies and action programs, and maps for provision of necessary services and facilities (i.e. water, sewer, general government and public safety facilities, libraries, parks, etc.) to serve the land use and transportation system envisioned by the County.
- **Housing Element.** Information, policies and action programs, and maps necessary to provide guidance to the County in addressing present and future housing needs.
- **Open Space and Natural Resource Management Plan Element.** Information, policies and action programs, and maps providing the necessary framework for the management of natural resources and open spaces.

**Volume Two** of the Master Plan consists of 13 Area Plans, which provide detailed policies and action programs for local communities in unincorporated Washoe County relating to conservation, land use and transportation, public services and facilities information, and maps.

**Volume Three** of the Master Plan houses Specific Plans, Joint Plans and Community Plans that have been adopted by the Washoe County Board of County Commissioners. These plans provide specific guiding principles for various districts throughout unincorporated Washoe County.

Requests to amend the Master Plan may affect text and/or maps within one of the six Elements, one of the 13 Area Plans, or one of the Specific Plans, Joint Plans or Community Plans. Master plan amendments require a change to the Master Plan and are processed in accordance with Washoe County Chapter 110 (Development Code), Article 820, *Amendment of Master Plan*.

When making a recommendation to the Washoe County Board of County Commissioners to adopt a master plan amendment, the Planning Commission must make at least three of the five findings as set forth in Washoe County Code (WCC) Section 110.820.15(d). If a military installation is required to be noticed, then an additional finding of fact pursuant to WCC Section

110.820.15(d)(6) is required. If there are findings relating to master plan amendments contained in the Area Plan in which the subject property is located, then the Planning Commission must also make all of those findings. A recommendation to adopt the master plan amendment requires an affirmative vote of at least 2/3's of the Planning Commission's total membership.

### **Background**

The 2019 Truckee Meadows Regional Plan (TMRP) was adopted by the Truckee Meadows Regional Planning Agency (TMRPA) on October 10, 2019 and includes areas of unincorporated Washoe County, except the Tahoe basin and federally-recognized tribal lands. The purpose of the plan is to "focus on the coordination of master planning in Washoe County as it relates to population, regional form and land use pattern, public facilities and service provision, natural resources, and intergovernmental coordination."

After the adoption of the 2019 TMRP, TMRPA staff identified specific policies that were not included in the Elements of the Washoe County Master Plan. Washoe County staff was asked to update the Washoe County Master Plan Elements to support the 2019 TMRP policies. Washoe County seeks to undertake a comprehensive master plan update in the coming year, however TMRPA requested that certain policies be updated in the short term. Washoe County staff was asked to update the master plan now to address those specific policies (see Exhibit B). The policies were in the various master plan elements and this amendment is only updating the Housing Element.

### **Analysis**

The amendment is requesting to update the Washoe County Master Plan Housing Element to address the inclusion of the Regional Strategy for Housing Affordability. This strategy was developed by a consortium of regional stakeholders led by Truckee Meadows Healthy Communities (TMHC), Truckee Meadows Regional Planning Agency (TMRPA) and Enterprise Community Partners, Inc.

The strategy, completed in 2019, presents a 10-year roadmap to increase housing affordability across the region. The document is attached as Exhibit C. Updating and amending the Housing Element will bring the element into conformance with the currently adopted regional plan.

The proposed amendments are composed of additional text in three sections of the existing element. No deletions are proposed. For quick reference in the attached resolution, the three sections being amended are:

1. Housing Plan Requirements Section. This section can be found on page three of the proposed element.
2. Addressing the Regional Strategy for Housing Affordability Section. This is a new section added on page 8 of the proposed element.
3. New Policy 8.6 and programs 8.6 and 8.6.1 added to Goal 8. These additions can be found on page 18 of the proposed element.

### **Findings**

WCC Section 110.820.15(d) requires the Planning Commission to make at least three of the six findings of fact to recommend approval of the amendments to the Washoe County Board of County Commissioners. The following findings and staff comments on each finding are presented for the Planning Commission's consideration:

1. Consistency with Master Plan. The proposed amendment is in substantial compliance with the policies and action programs of the Master Plan.

*Staff Comment: The proposed amendment does not conflict with the policies and action programs of the Master Plan and will bring the master plan into compliance with the 2019 Truckee Meadows Regional Plan as detailed in this staff report.*

2. Compatible Land Uses. The proposed amendment will provide for land uses compatible with (existing or planned) adjacent land uses, and will not adversely impact the public health, safety or welfare.

*Staff Comment: There is no change proposed to the land use and this amendment will not adversely impact the public health, safety or welfare.*

3. Response to Change Conditions. The proposed amendment responds to changed conditions or further studies that have occurred since the plan was adopted by the Board of County Commissioners, and the requested amendment represents a more desirable utilization of land.

*Staff Comment: The proposed amendment is responding to the 2019 Truckee Meadows Regional Plan, as detailed in this staff report.*

4. Availability of Facilities. There are or are planned to be adequate transportation, recreation, utility, and other facilities to accommodate the uses and densities permitted by the proposed Master Plan designation.

*Staff Comment: There is no change proposed to facilities and this amendment will not adversely impact transportation, recreation, utility, and other facilities.*

5. Desired Pattern of Growth. The proposed amendment will promote the desired pattern for the orderly physical growth of the County and guides development of the County based on the projected population growth with the least amount of natural resource impairment and the efficient expenditure of funds for public services.

*Staff Comment: The proposed changes will be in conformance with the 2019 Truckee Meadows Regional Plan policies, help with orderly growth and guide development in the County.*

6. Effect on a Military Installation. The proposed amendment will not affect the location, purpose and mission of the military installation.

*Staff Comment: The proposed amendment will not affect the location, purpose and mission of the military installation.*

### **Public Notice**

Notice for master plan amendments must be given in accordance with the provisions of Nevada Revised Statutes 278.210(1), as amended and WCC Section 110.820.20 and 110.810.23 which requires a neighborhood meeting for any proposed master plan amendment. Because the amendments have a county-wide effect, individual CAB's were not presented with the proposed amendments. Instead, a combined open house and neighborhood meeting was held at the Washoe County Administrative Complex, 1001 East Ninth Street in Reno on July 22, 2020 from 5:00 pm to 6:30 pm. Notice was provided in a newspaper of general circulation within Washoe County at least 10 days before the public hearing date. A legal ad was placed with the Reno Gazette Journal for July 24, 2020.

### **Recommendation**

It is recommended that 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 WMPA20-0007. It is further recommended that the Planning Commission forward the Master Plan amendment to the Washoe County Board of County

Commissioners for their consideration of adoption. The following motion is provided for your consideration:

**Motion**

I move 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 initiate the proposed amendment and 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 WMPA20-0007 having made the following five findings in accordance with Washoe County Code Section 110.820.15(d). I further move to certify the resolution and the proposed Master Plan Amendments in WMPA20-0007 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.

1. Consistency with Master Plan. The proposed amendment is in substantial compliance with the policies and action programs of the Master Plan.
2. Compatible Land Uses. The proposed amendment will provide for land uses compatible with (existing or planned) adjacent land uses, and will not adversely impact the public health, safety or welfare.
3. Response to Change Conditions. The proposed amendment responds to changed conditions or further studies that have occurred since the plan was adopted by the Board of County Commissioners, and the requested amendment represents a more desirable utilization of land.
4. Availability of Facilities. There are or are planned to be adequate transportation, recreation, utility, and other facilities to accommodate the uses and densities permitted by the proposed Master Plan designation.
5. Desired Pattern of Growth. The proposed amendment will promote the desired pattern for the orderly physical growth of the County and guides development of the County based on the projected population growth with the least amount of natural resource impairment and the efficient expenditure of funds for public services.

**Appeal Process**

Planning Commission action will be effective 10 calendar days after the written decision is filed with the Secretary to the Planning Commission and mailed to the original applicant, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Building Division within 10 calendar days from the date the written decision is filed with the Secretary to the Planning Commission and mailed to the original applicant.

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