



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: June 8, 2021

DATE: April 22, 2021

TO: Board of County Commissioners

FROM: Trevor Lloyd, Planning Manager, Planning and Building, Community Services Department, 328-3617, tlloyd@washoecounty.us

THROUGH: Mojra Hauenstein, Arch., Planner, Division Director, Planning and Building, Community Services Department, 328-3619, mhauenstein@washoecounty.us

SUBJECT: Recommendation to approve, pursuant to NRS 278.040 and on the recommendation of the Chair, the appointment of Robert M. Flick to the Washoe County Planning Commission representing Commission District 4 (generally includes the Spanish Springs Valley area, a portion of the Warm Springs Valley area (aka Palomino Valley), east Truckee Canyon (from Sparks to Wadsworth), and the Wadsworth area), to fill a full term beginning on July 1, 2021, and ending on June 30, 2025, or until such time as Mr. Flick no longer serves on the Planning Commission or a successor is appointed, whichever occurs first. Applicants include: Nevin E. Armstrong, Sherman B. Boxx, Marc A. Chapelle, Constance Clover, Roger M. Edwards, Robert M. Flick, Anthony M. Garrow, Robert R. Muñoz, Bruce W. Parks, Terry Plys, Mary Savoy, Ann Testolin. (Commission District 4.)

SUMMARY

Thomas Bruce, Planning Commissioner representing District 4, is serving a full term which is ending on June 30, 2021. County Commissioner Vaughn Hartung has recommended Robert M. Flick to the Chair of the Washoe County Board of Commissioners (Board) to be considered for appointment to the Planning Commission. If appointed, the term will begin on July 1, 2021, and end on June 30, 2025, or until such time as a successor is appointed.

Washoe County Strategic Objective supported by this item: Stewardship of Our Community

PREVIOUS ACTION

On June 13, 2017, the Board appointed Thomas Bruce to a full term on the Washoe County Planning Commission beginning on July 1, 2017 and ending on June 30, 2021.

AGENDA ITEM # _____

BACKGROUND

Nevada State Law requires Washoe County to create a Planning Commission to adopt the County's Master Plan and to provide other land use duties as established in County codes. The Board established the Planning Commission to hear and decide applications for abandonments, certain special use permits, and tentative subdivisions; and, to hear and make recommendations to the Board concerning amendments to the County's Master Plan and the Development Code (Washoe County Code Chapter 110), adopted regulatory zone maps, and development agreements. Terms of appointment are four years and the appointees must be residents of the unincorporated area of Washoe County and registered voters at the time of their appointment and throughout their term of office. Washoe County Code (WCC) Section 110.912.05(c)(4) establishes the appointment and qualifications for Planning Commission members. Pursuant to this code section, the Board appoints seven members to the Planning Commission as follows:

- Five members representing each of the County Commission Districts;
- One member from north of the Truckee River; and,
- One member from south of the Truckee River.

Planning and Building staff actively recruited for this position through newspaper advertisement, by e-mail to citizens signed up for the "citizen involvement" group and the "District 4" group, and by posting on the County's website. Staff received 13 applications, 12 of which remain interested in consideration for this position. The applicants are listed below:

Nevin E. Armstrong	Sherman B. Boxx
Marc A. Chapelle	Constance Clover
Roger M. Edwards	Robert M. Flick
Anthony M. Garrow	Robert R. Muñoz
Bruce W. Parks	Terry Plys
Mary Savoy	Ann Testolin

All applications are included as Attachments to this staff report.

Based on direction previously provided by the Board, the Commissioner whose district is represented by the Planning Commission vacancy (Commission District 4 in this case) recommends the appointment. Commissioner Hartung recommends that Robert M. Flick be appointed to fill a full term on the Planning Commission commencing on July 1, 2021, through June 30, 2025, or until such time as a successor is appointed. Mr. Flick's application is included as Attachment A to this staff report.

WCC Section 110.912.05(c)(1) requires that the Chair of the Board appoint, subject to the approval of the Board, members of the Planning Commission.

FISCAL IMPACT

As authorized by NRS 278.040(3) and WCC Section 110.912.05(e), the Planning Commission members receive compensation of \$80 per meeting. The Planning Commission is required by the Nevada Revised Statutes to meet monthly, which equates

to an annual per member compensation of \$960. Funds to compensate all Planning Commission members for scheduled meetings are included as part of the FY 2021-2022 Budget in CSD Planning & Development Admin (105400), Contracted/Temp Services (710110).

RECOMMENDATION

It is recommended that the Board of County Commissioners approve, pursuant to NRS 278.040 and on the recommendation of the Chair, the appointment of Robert M. Flick to the Washoe County Planning Commission representing Commission District 4 (generally includes the Spanish Springs Valley area, a portion of the Warm Springs Valley area (aka Palomino Valley), east Truckee Canyon (from Sparks to Wadsworth), and the Wadsworth area), to fill a full term beginning on July 1, 2021, and ending on June 30, 2025, or until such time as Mr. Flick no longer serves on the Planning Commission or a successor is appointed, whichever occurs first. Applicants include: Nevin E. Armstrong, Sherman B. Boxx, Marc A. Chapelle, Constance Clover, Roger M. Edwards, Robert M. Flick, Anthony M. Garrow, Robert R. Muñoz, Bruce W. Parks, Terry Plys, Mary Savoy, Ann Testolin.

POSSIBLE MOTION

Should the Chair appoint Robert M. Flick to the Planning Commission and should the Board agree with the appointment, a possible motion would be:

“Move to approve, pursuant to NRS 278.040 and on the recommendation of the Chair, the appointment of Robert M. Flick to the Washoe County Planning Commission representing Commission District 4 (generally includes the Spanish Springs Valley area, a portion of the Warm Springs Valley area (aka Palomino Valley), east Truckee Canyon (from Sparks to Wadsworth), and the Wadsworth area), to fill a full term beginning on July 1, 2021, and ending on June 30, 2025, or until such time as Mr. Flick no longer serves on the Planning Commission or a successor is appointed, whichever occurs first. Applicants include: Nevin E. Armstrong, Sherman B. Boxx, Marc A. Chapelle, Constance Clover, Roger M. Edwards, Robert M. Flick, Anthony M. Garrow, Robert R. Muñoz, Bruce W. Parks, Terry Plys, Mary Savoy, Ann Testolin.”

Applications:

Attachment A – Robert M. Flick
Attachment B - Nevin E. Armstrong
Attachment C - Sherman B. Boxx
Attachment D - Marc A. Chapelle
Attachment E - Constance Clover
Attachment F - Roger M. Edwards
Attachment G - Anthony M. Garrow
Attachment H - Robert R. Muñoz
Attachment I - Bruce W. Parks
Attachment J - Terry Plys
Attachment K - Mary Savoy
Attachment L - Ann Testolin