



WASHOE COUNTY BOARD OF ADJUSTMENT **DRAFT** Meeting Minutes

Board of Adjustment Members

Peter Ghishan, Chair
Rob Pierce, Vice Chair
Kathie Julian
Patrick Caldwell
Leo A. Horishny

Thursday, June 4, 2026
1:30 p.m.

Washoe County Administrative Complex
Commission Chambers
1001 East Ninth Street
Reno, NV

Secretary

Trevor Lloyd

and available via
Zoom Webinar

1. Determination of Quorum

Chair Pierce called the meeting to order at 1:30 p.m. The following members and staff were present:

Members Present: Peter Ghishan, Chair
Rob Pierce, Vice Chair (Zoom)
Patrick Caldwell (Zoom)
Kathie Julian

Members Absent: Leo A. Horishny (excused)

Staff Present: Tim Evans, Planner, Planning and Building Division
Julee Olander, Planner, Planning and Building Division
Elizabeth Hickman, Deputy District Attorney, District Attorney's Office
Cristy Fink, Recording Secretary, Planning and Building Division
Brandon Roman, Recording Secretary, Planning and Building Division
Davina Breese, Recording Secretary, Planning and Building Division

2. Pledge of Allegiance

Peter Ghishan led the pledge of allegiance.

3. Ethics Law Announcement and Instructions for Providing Public Comment via Zoom/Telephone

Deputy District Attorney Elizabeth Hickman recited the Ethics Law standards and the instructions for providing public comment via Zoom/Telephone.

4. Appeal Procedure

Secretary Trevor Lloyd recited the appeal procedure for items heard before the Board of Adjustment.

5. Public Comment

There was no response to the request for public comment.

6. Approval of the June 4, 2026, Agenda

In accordance with the Open Meeting Law, Vice Chair Pierce moved to approve the agenda of June 4, 2026, as written. Member Julian seconded the motion, which carried with a vote of four for, none against, with Member Horishny absent.

7. Approval of the May 7, 2026, Draft Minutes

There was no public comment on this item.

Vice Chair Pierce moved to approve the minutes of May 7, 2026, as written. Member Caldwell seconded the motion, which carried with a vote of four for, none against, with Member Horishny absent.

8. Public Hearing Items [For possible action]

A. Administrative Permit Case Number WADMIN26-0005 (Community Fair) – For hearing, discussion, and possible action to approve an administrative permit for an outdoor community event for the Incline Village General Improvement District (IVGID) Community Faire. The event will be held at 960 Lakeshore Blvd. (APN: 127-010-07), and approximately 500 people are expected to attend throughout the event. The date of the community faire is July 3, 2026, and the hours of the event are 11:00 a.m. to 3:00 p.m. This application is submitted by Incline Village General Improvement District. The subject property is located at 960 Lakeshore Blvd. (APN 127-010-07) and consists of approximately 17.83 acres. The proposal is being reviewed under Development Code Article 808, Administrative Permits and is situated within Commission District 1 - Commissioner Hill. The site is currently governed by the Incline Village Tourist Master Plan land use designation and the TA_IVT Regulatory Zone zoning district, falling within the boundaries of the Tahoe Area Plan.

Planner Julee Olander conducted a PowerPoint presentation and reviewed slides with the following titles: Request; Event Details; Site Plan; Noticing; Reviewing Agencies & Findings; and Possible Motion.

Adia van Peborgh with the Incline Village General Improvement District noted that the event would not include a bounce house, though field games would still take place.

There was no response to the call for public comment.

Member Julian opined that this was a good community event.

Member Caldwell moved that the Board of Adjustment approve Administrative Permit Case Number WADMIN26-0005 for Incline Village General Improvement District, having made all five findings in accordance with Washoe County Development Code Section 110.808.25. Vice Chair Pierce seconded the motion, which carried with a vote of four for, none against, with Member Horishny absent.

B. Administrative Permit Case Number WADMIN26-0006 (Sun Valley Food Trucks) – For hearing, discussion, and possible action to approve an administrative permit for an Outdoor Community Event; for the Sun Valley Food Trucks community event. The event will be held at 5430 Sun Valley Blvd. (APN: 085-220-17), and a maximum of approximately 900 people will be in attendance. The dates of the community event will be June 11, 18, and 25, 2026, and the hours of the event are 4:00 p.m. to 8:00 p.m. The applicant is Reno Street Food and the property owner is Sun Valley Shopping Center. The subject property is approximately 4.37 acres. The proposal is being reviewed under Development Code Article 808, Administrative Permits, and is situated within Commission District 3 – Commissioner Garcia. The site is currently governed by the Commercial land use designation and the General Commercial Regulatory Zone, falling within the boundaries of the Sun Valley Planning Area.

Planner Tim Evans conducted a PowerPoint presentation and reviewed slides with the following titles: Vicinity Map; Request; Site Plan; Event Details (2 slides); Reviewing Agencies; Public Notice; Findings; and Possible Motion. The staff report mentioned that a third-party vendor would be used for event security, he pointed out, but that had changed since the report was finalized. Security will now be provided by Washoe County Sheriff deputies.

Chair Ghishan wanted assurance that the Board of Adjustment was only to consider the administrative permit, and other agencies would determine whether things like the planned parking and restrooms were adequate. Mr. Evans confirmed that Engineering staff felt that the parking was adequate, and the applicant is working with Northern Nevada Public Health (NNPH) on things like the number of restrooms. Conditions of approval were also included to address those items.

Member Julian wondered how the number of food trucks was determined. Steve Schroeder, founder of Reno Street Food, talked about his experience running Food Truck Fridays at Idlewild Park for 15 years, which was expanded last year to include the North and South Valleys. He indicated his organization works with around 100 food trucks, and the trucks for this event will be made up of food, dessert, non-alcoholic drink, and alcoholic drink vendors. After the first event, the number of participating trucks could be increased or reduced. Mr. Evans stated that the number of food trucks is left open-ended, but NNPH requires a list of vendors prior to the event.

On the call for public comment, Ms. Veronica Cortes remarked that she was running for Assembly District 47. She provided a brief personal and professional history, saying she owns Bi-Rite Pizza in Sun Valley, is a mobile notary, and works at the jail. She echoed

the request Vice Chair Pierce made at a Planning Commission meeting for an agenda item to discuss the desired pattern of growth in Sun Valley. She said Sun Valley has no grocery store or bank, and she felt more businesses needed to come into the area. She remarked that the area where this event will take place is near some established food trucks, and it would not make sense for them to pay the application and event fees just to move a small distance from where they already were. She wanted the event to benefit the community more than the County.

Member Julian moved that the Washoe County Board of Adjustment approve Administrative Permit Case Number WADMIN26-0006 for Reno Street Food, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Development Code Section 110.808.25. Member Caldwell seconded the motion, which carried with a vote of four for, none against, with Member Horishny absent.

9. Chair and Board Items

A. Future Agenda Items

There were none.

B. Requests for Information from Staff

There were none.

10. Director's and Legal Counsel's Items

A. Report on Previous Board of Adjustment Items

There was none.

B. Legal Information and Updates

There were none.

11. Public Comment

There was no response to the request for public comment.

12. Adjournment

The meeting adjourned at 1:54 p.m.

Respectfully submitted by Derek Sonderfan, Independent Contractor

Approved by Board in Session on July 2, 2026

Trevor Lloyd
Secretary of the Board of Adjustment