**Spanish Springs Citizen Advisory Board**

Approval of these draft minutes, or any changes to the draft minutes, will be reflected in writing in the next meeting minutes and/or in the minutes of any future meeting where changes to these minutes are approved by the CAB**.** Minutes of the regular meeting of the Spanish Springs Citizen Advisory Board held December 8, 2020, 6:00 p.m. at the Spanish Springs Library at (7100A Pyramid Lake Highway).

**1. \*CALL TO ORDER/ DETERMINATION OF QUORUM** – The meeting was called to order at 6:00 p.m.

**MEMBERS PRESENT**: Sam Metz, Donald Christensen, Stan Smith, , Ken Theiss.

**MEMBERS ABSENT:** Matt Lee, Bruce Parks

**2. \*PLEDGE OF ALLEGIANCE –** The pledge was recited.

**3. \*PUBLIC COMMENT –** There were no requests for public comment, Ken Theiss closed the public comment period.

**4. APPROVAL OF AGENDA FOR THE REGULAR MEETING OF JANUARY 8, 2020:**

Stan Smith moved to approve the agenda for the meeting of **JANUARY 8, 2020.** Sam Metz seconded the motion to approve the agenda of **JANUARY 8, 2020**. Motion passed unanimously.

**5. APPROVAL OF THE MINUTES FOR THE MEETING OF DECEMBER 4, 2019:** Stan Smith moved to approve the minutes of **DECEMBER 4, 2019**. Sam Metz seconded the motion to approve the minutes of **DECEMBER 4, 2019.** Motion passed unanimously.

**6. DEVELOPMENT PROJECTS-** The project description is provided below with links to the application or you may visit the Planning and Building Division website and select the Application Submittals page: www.washoecounty.us/comdev

**6.A. Special Use Permit Case Number WSUP19-0029 (Summit Christian Church)** – Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for a special use permit to allow for grading and expansion of religious assembly uses at 7075 Pyramid Highway. The grading includes ±50,000 cubic yards of cuts from the site with ±30,000 cubic yards to be placed on the north end of the site and ±20,000 cubic yards to be exported. The building expansion will occur over the next fifteen years including a new 40,689 sq. ft. two story worship center, a new 33,064 sq. ft. administrative building, and the addition of 369 parking spaces with the existing buildings being reconfigured. (for Possible Action)

• Applicant\Property Owner: Summit Christian Church

• Location: 7075 Pyramid Hwy

• Assessor’s Parcel Number: 083-730-13

• Staff: Julee Olander, Planner, (775) 328-3627; jolander@washoecounty.us

• Reviewing Body: Tentatively scheduled for the Board of Adjustment on February 6, 2020

* Kerry Rohrmeier, Representative, provided a PowerPoint presentation. She spoke about the proposed project of the expansion of the worship center. She said this has been a long-term plan of expansion.
* MDS zoning with cluster style development.
* 40,689 sq. ft. worship center with seating for 1,500
* 13,060 sq. ft. administrative office building
* Reconfiguration of existing church for family use
* Interior storage
* 369 parking spaces with dark-sky compliant lighting – desert pallet colors
* The property is setback and above Pyramid highway
* She showed images of the proposed expansion

Stan smith asked about traffic. He asked if the ingress and egress can handle the extra cars. Ms.

Rohrmeier said there is a traffic management plan and program. There should be no added impact with this site.

Ken Theiss asked about the turn lanes and semi trucks. Ms. Rohrmeier said the church is working with NDOT. Ken expressed concerns at the whoop-de-dos at the turn lanes and increased traffic.

Donald Christensen asked about the 15-year plan. He said the demographics may be different in 15 years. He said he wants to know the current plan. Lonny Johnson, Project Representative, said the worship will be the majority of the project which they are getting permits for in 2020. He said the administrative offices portion of the project will be deferred for 10 years. It will be a small add-on built later. And a small add-on to storage will come later in about 5 years. He said we are currently trying to get entitlements.

Ms. Rohrmeier said 15 year timeline is to allow them to build out.

Ken said permits are only good for so long. In 15 years, you will need more permits. Lonny said they are requesting only the grading and building permit.

Donald asked for clarification on the 13,000 sq. ft. for an administrative building. He asked if there are other plans for subleasing or other uses. Ms. Rohrmeier said they don’t plan to sublet or allow other businesses to operate there. She wanted to clarify the square footage on her PowerPoint for administrative building was not correct. It should be 13,000 sq. ft. not 33,000 sq. ft.

Stan asked about increased traffic. Lonny said they currently have 700 seats. All the seats at the current facility will be moved to the proposed worship building. He said it most likely they won’t go to 1,500 seats on the first day, but rather phased into it. Stan said eventually it will be double the current seating. Ms. Rohrmeier said the holidays are when they experience higher attendance than the typical Sunday. She said they are already equipped to deal with that.

Public Comment:

Cynthia Bymers wanted clarification and said there are 700 seats currently, but there will be up to 1500 seats in the proposed project. Ms. Rohrmeier said the current auditorium will be turned into a family area. Cynthia asked about the 30,000 sq. ft. mound. She asked what kind of mound it will be. Ms. Rohrmeier showed on the overview map the location on the mound on the right side of the property, north of the exit. Lonny said it will be graded and sculpted as a natural, meandering, re-vegetated mound with native grass and shrubs. Cynthia asked the height of the mound. Lonny said it will be a 3:1 slope with a max of 10 feet. Cynthia said 30,000 sq. ft. mound is a lot for that location. Lonny said they have to remove extra dirt and will be relocating some of it on the mound and haul the rest off of the property.

Hearing no further requests for public comment, Ken closed public comment period.

**MOTION: Stan Smith moved to forward community and Citizen Advisory Board comments to Washoe County staff and recommend approval Special Use Permit Case Number WSUP19-0029 (Summit Christian Church). Sam Metz seconded the motion to recommend approval. Donald Christensen opposed. The Motion carried 3 to 1.**

**6.B. Abandonment Case Number WAB19-0003 (Cooper Easement) –** Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for abandoning a portion of the access and utility easement bulb to create a non-constrained buildable area. (for Possible Action)

• Applicant\Property Owner: Jimmy and Marianna Cooper

• Location: 0 El Molina Drive

• Assessor’s Parcel Number: 076-381-64

• Staff: Dan Cahalane, Planner, (775) 328-3628; dcahalane@washoecounty.us and Chris Bronczyk, Planner, (775) 3283612; cbronczyk@washoecounty.us

• Reviewing Body: Tentatively scheduled for the Planning Commission on February 4, 2020

Ryan Switzer, Project Engineer, said the items WAB19-0003 and WPVAR19-0003 are co-current and requested to present them together.

**6.C. Variance Case Number WPVAR19-0003 (Cooper Variance) –** Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for a variance of the setbacks located on the relocated easement per WAB19-0002, and the westerly property line setback. The required setbacks are 30 feet front, and rear, and 50 feet for the side yard setbacks. The westerly property line is a side yard which requires a 50 foot setback, the request is for a 10 foot setback. The setback off the relocated easement is 30’, the request is for a 0 foot setback off of a 40 foot easement. (for Possible Action)

• Applicant\Property Owner: Jimmy and Marianna Cooper

• Location: 0 El Molina Drive

• Assessor’s Parcel Number: 076-381-64

• Staff: Dan Cahalane, Planner, (775) 328-3628; dcahalane@washoecounty.us and Chris Bronczyk, Planner, (775) 3283612; cbronczyk@washoecounty.us

• Reviewing Body: Tentatively scheduled for the Board of Adjustment on February 6, 2020

Ryan Switzer, Robinson Engineering, showed the subject site on the Washoe County Regional Map, and provided an overview of the requests.

He said they are requesting a hammer head turn around design instead of the bulb, and then they can move forward with re-description of the easement. He said the bulb is taking up the southwest corner. He spoke about the topography as hilly, not buildable, and they cannot develop by the access easement.

Additionally, he said they are requesting a variance of the current setbacks. He said they are requesting the west-side setback to be 10 feet. He said once they have a hammer head turn around in place, they will be requesting 0 feet setback in the front. The rear and side setback would remain the same.

Ken asked about acreage. Ryan said its 10 acres. Ken asked about developing on the north east corner. Ryan said there are access issues. He said south west corner is the only access. He showed the next nearest road on the map. He said the only access is El Molina

Stan asked if a road could be built across the drainage. Ryan said it would be steep terrain. To have a road across, it would have to be a bridge, which wouldn’t be financially feasible. Stan said he has issues with 0 ft. setback. Ryan said it would be on the side of the easement, and the structure wouldn’t be built right on the property line, it would be more like 10-15 feet back. He said their current proposed floor plan works with this proposed configuration with the most development space. Stan said he is concerned with the public’s access of the easement and if they had to turn around on the easement onto the subject property. Ryan said the fire department or property owner would be the only one’s driving down the easement. Ryan showed easement and proposed hammerhead and said it’s partially into the access easement. If there were a fire, the fire truck could turn around and they wouldn’t have to back up down the court.

Sam Metz said he has a big concern with abandonment. Washoe County cannot do an abandonment themselves. It might set a precedent for others to do this in the future. He said he cannot support the abandonment. He said he supports the amendment. Ryan asked for clarification on his concern with abandonment. Stan Metz said according to the application, Washoe County doesn’t owned property therefore they cannot abandon the property. Ryan said it’s an adjustment. Abandoning and re-locating at the same time. Ken said it’s not abandoning it; you are changing it. Ryan said they are concurrent. Sam said he believe the property owner has a right to do they want with their property, but he said he is concerned about the abandonment portion of the request.

Dan Cahalane, Washoe County Planner, said the application includes standard language to show what the County can and cannot abandon. The applicant is abandoning what they have legal access to. Sam said that’s not how he is reading it.

Ken re-stated and clarified, it has to be abandoned, but there has to be a backup application to replace it. Dan said in this case, yes, they are replacing the abandoned portion of access in order to provide access.

Public comment:

Vanessa Coyle, property owner north of subject property, said the easement is next to her property, and wondered why they can change it. Ryan said the access easement is not changing in front her property. He said the only part that is changing is on the subject property. Vanessa said cars use that access road to look for petroglyphs. Vanessa said there is an easement on the other side of her property with a required setback. She said they were required to have a setback for the shop they tried to build on her property, but her request was denied. Ken said this is not changing anything on her property.

Dean Tishler said he has concerns. He asked Dan to remove this item from the board tonight. People were confused about the notices that went out. The notices were misleading. He said the first card, the address said 0 El Molina, and the other card for asking for easement adjustment, gave an address in Palomino valley. Dean provided background of this subject property. He said they bought this parcel on the Washoe County court house. It’s not buildable. He said the original owner got money from Sierra Pacific to run a power line across the buildable space. It should have been declared 3 owners ago that its unbuildable. Unfortunately, the owners got into a trap. The powerline goes down that road through the buildable space. The powerline is underground. That area should have been declared open space. He said with setbacks and easement make it unbuildable. He said previous owner who was an architect spent hours trying to figure out how to build a house there. He said it’s a sad situation. He said he doesn’t think you could move forward with this.

Ryan said yes, there is a powerline underground, continuation of utility easement which is 10 feet wide would remain in place that wouldn’t be affected.

Ken closed the public comment period. And asked if any board member wanted to make a motion.

MOTION: Sam Metz moved to deny the abandonment. He said he cannot support the abandonment. He but could support the owner doing what he wants with his property. He said he cannot see why they need an abandonment of existing plan with variance on the same property. They are tied together for some reason. He wants to support the hammerhead. There is more to the abandonment. It’s setting precedent down the road. Stan second motion to deny. Motion carried unanimously.

MOTION: Ken Theiss noted because the abandonment item was denied, he moved to deny the setback variance. Stan Smith seconded the motion for denial. Sam opposed. Motion carried 3 to 1 with Sam Metz opposed the motion.

**6.D. Special Use Permit Case Number WSUP19-0030 (A Dog’s Life) –** Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for a Commercial Kennel. The project site will consist of a 20,000 square foot building, associated landscape and parking. The building will contain 15,000 sf of space for boarding and doggie day care, 2,000 sf for retail use, and 3,000 sf for a contractor’s office. (for Possible Action)

• Applicant\Property Owner: Dixie D. May Trust

• Location: Corner of Ingenuity Ave. and Pyramid Hwy

• Assessor’s Parcel Number: 530-492-01

• Staff: Chris Bronczyk, Planner, (775) 328-3612; cbronczyk@washoecounty.us

• Reviewing Body: Tentatively scheduled for the Board of Adjustment on February 6, 2020

Kenny Brown, Representative, provided a project presentation.

Richard Wilson/Christine Wilson/ Rebecca (mother) are the business partners of A Dog’s Life, a dog day care and boarding facility. Mr. Wilson said his vision is to provide dog care for community members. He said he has conducted research, and this will create local jobs and looking forward to providing this to the community.

Mr. Brown spoke about the project. He said there will be 1.9 acres for the kennel, and rest of portion will be developed later. It has the appropriate zoning. He said there is plenty of buffer between kennel and residential.

Sam Metz asked if this area will support this. He asked if there are enough dogs to support this. Mr. Wilson said research shows there are plenty of dogs in this area.

Donald Christensen wanted to illustrate his personal proximity to this subject property. He said there is a buffer with neighboring commercial zoning. He said he is within 1,000 ft and his backyard would face the side yard. He appreciated the proper zoning and SUP. He said his house is up on a grade with a catch basin with one will build behind him. He said he notified his neighbors and invited them to attend the meeting. None of his neighbors showed up; he said that is a sign of approval.

Mr. Brown noted there is information included regarding traffic impacts which are minimal. Donald said one neighbor who did respond was opposed. He said he will take it as 9 out of 10 as an approval.

Dave Snelgrove, CFA Representative, said the Wilsons have a plan to address the barking noises. He showed the outdoor play area on the map which is away from other properties.

Donald said he noticed a sale sign on the parcel. Mr. Wilson said they are in contract as long as they get this SUP. Dixie May Trust currently owns it. Donald said if we endorse it, are we endorsing it for another owner and business. Mr. Wilson said this our retirement. Mr. Wilson said the timeframe is 10 months to build. Mr. Wilson showed how they plan on minimizing the impacts of noise by placing larger dogs with block wall. All dogs will be brought in at 6 p.m. He showed the kennel locations on the property.

Sam Metz asked if there is an on-site manager. Mr. Wilson said there will be night staff.

With no requests for public comment, Ken closed the public comment period.

**MOTION: Stan Smith moved to recommend approval. Sam Metz seconded the motion to recommend approval. The motion carried unanimously.**

6.A. Tentative Subdivision Map Case Number WTM19-003 (Blue Oaks) – Request for community feedback,

discussion and possible action to forward community and Citizen Advisory Board comments to Washoe

County staff on a request fora 10-lot, single-family residential tentative subdivision map. Lots range from

35,010 square feet to 47,110 square feet. (for Possible Action)

• Applicant\Property Owner: Axion Engineering\Ken Dixon

• Location: 11720 Campo Rico Lane, Sparks, NV

• Assessor’s Parcel Number: 534-600-12

• Staff: Chris Bronczyk, Planner, (775) 328-3612; cbronczyk@washoecounty.us

• Reviewing Body: Tentatively scheduled for the Planning Commission on January 7, 2020

**7. \*WASHOE COUNTY COMMISSIONER UPDATE-**  Commissioner Hartung was not in attendance.

**8. \*CHAIRMAN/ BOARD MEMBER ITEMS -**. None

**9. \*GENERAL PUBLIC COMMENT AND DISCUSSION THEREOF –**

With no requests for public comment, Bruce Park closed the public comment period.

**ADJOURNMENT –** Meeting adjourned at 7:12 p.m.

6.A WAC19-0002 Blackstone Estates (TM15-001) - Request for community feedback, discussion and possible action to

forward community and Citizen Advisory Board comments to Washoe County staff on a request for an amendment of

one condition of approval for Tentative Subdivision Map TM15-001. The request specifically seeks to amend condition

1(y), which required a neighborhood park to be constructed prior to recordation of the 80

th

 lot in the subdivision. The

amendment would change the timing for construction of the park to occur prior to recordation of the 107

th

 lot, or

issuance of the Certificate of Occupancy for the 80

th

 home, whichever comes first. (for Possible Action)

• Applicant/Property Owner: JC Blackstone, LLC

• Location: 350 Calle de la Plata

• Assessor’s Parcel Number: 534-571-01

• Staff: Kelly Mullin, Senior Planner, (775) 328-3608; kmullin@washoecounty.us

• Reviewing Body: Tentatively scheduled for Planning Commission, May 7, 2019

6.B. Administrative Permit Case Number WADMIN19-0004 (Wilder Detached Accessory Structure)

 – Request for

community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to

Washoe County staff on a request for an Administrative Permit to allow the construction of a detached accessory

structure (garage) that is larger than the dwelling on the same parcel of land. The existing dwelling is approximately

3,107 square-feet in size, the detached accessory structure (garage) is proposed to be approximately 5,000 square-feet

in size. (for Possible Action)

• Applicant/Property Owner: Matthew Wilder

• Location: 615 Capistrano Drive

• Assessor’s Parcel Number: 076-361-47

• Staff: Roger Pelham, Senior Planner, (775) 328-3622; rpelham@washoecounty.us

• Reviewing Body: Tentatively scheduled for Board of Adjustment, May 2, 2019

7. \*WASHOE COUNTY COMMISSIONER UPDATE- Washoe County Commissioner, Vaughn Hartung may be available to

provide updated information on discussions and actions by the Board of County Commissioners (BCC). Following his

presentation Commissioner Hartung may be available to address questions and concerns from the CAB and the

audience. Commissioner Hartung can be reached at (775)328-2007 or via email at vhartung@washoecounty.us

8. \*CHAIRMAN/BOARD MEMBER ITEMS- This item is limited to announcements by CAB members. (This item is for

information only and no action will be taken by the CAB).

9. \*GENERAL PUBLIC COMMENT AND DISCUSSION THEREOF – Limited to no more than three (3) minutes. Anyone may

speak pertaining to any matter either on or off the agenda. The public are requested to submit a Request to Speak form

to the Board Chairman. Comments are to be addressed to the Board as a whole.

ADJOURNMENT

Number of CAB members present: 18

Number of Public Present: 4

Presence of Elected Officials: 0

Number of staff present: 2