



## South Truckee Meadows/Washoe Valley Citizen Advisory Board

**DRAFT:** 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 South Truckee Meadows/Washoe Valley Citizen Advisory Board held June 11, 2020 6:00 p.m. via Zoom teleconference.

**1. \*CALL TO ORDER/ DETERMINATION OF QUORUM** - Meeting was called to order at by Tom Burkhart at 6:00 p.m.

**Member:** Wesley Mewes(alternate), Tom Burkhart (Chair), David Snelgrove, Shaun O' Harra, Marge Frandsen (alternate), Kimberly Rossiter. A quorum was determined.

**Absent:** Patricia Phillips (excused)

**2. \*PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited.

**3. \*GENERAL PUBLIC COMMENT AND DISCUSSION THEREOF-** There were no requests for public comment.

**4. Approval of Agenda for the Meeting of June 11, 2020** - Dave Snelgrove moved to approve the agenda of June 11, 2020. Marge Frandsen seconded the motion to approve the agenda. The motion carried unanimously.

**5. Approval of the Minutes for the Meetings of March 5, 2019** – Marge Frandsen moved to approve the minutes for the meeting of March 5, 2019. Shaun O'Hara seconded the motion to approve the minutes as corrected. The motion carried unanimously.

**6. DEVELOPMENT PROJECTS**– The project description is provided below.

**6.A. Special Use Permit Case Number WSUP20-0009 (Connect Neighborhood Center)** – Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for the establishment of a 16,015 sf neighborhood center use type within the Low Density Suburban application regulatory zone. The also includes a request for a major grading permit, which staff has determined is not applicable for this development. **(for Possible Action)**

- **Applicant\Property Owner:** Sage Property Venture, LLC
- **Location:** 2500 & 2540 Crossbow Ct.; at the northeast corner of Crossbow Ct. and Arrowcreek Pkwy
- **Assessor's Parcel Numbers:** 152-921-01, 152-921-02
- **Staff:** Chris Bronczyk, Planner, 775-328-3612, [cbronczyk@washoecounty.us](mailto:cbronczyk@washoecounty.us) ; Dan Cahalane, Planner, [dcahalane@washoecounty.us](mailto:dcahalane@washoecounty.us) , 775-328-3628
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on July 2, 2020

Jen Hutter and Jennifer Haslem, applicant representatives, provided a PowerPoint presentation, including an introduction, the company's mission and overview. Jen Hutter said that they envision the property to be a gathering place for all ages and support holistic wellness and plan to work with the local schools for a smooth traffic flow. Kerry Rohrmeier, planner representing the applicant, continued the presentation and spoke about the reversion of acreage for 2500 and 2540 Crossbow Ct. to one parcel and development of a 16,015 center in a low-density suburban area. They've had numerous predevelopment meetings with Washoe County. Kerry showed the proposed building floor and elevation plan, the building will be two stories with a lot of glass; and

the landscaping plans, including 48 parking spots. Jen Hutter spoke about the feedback that they've received. All comments mentioned were supportive of the project.

Tom Burkhart opened the discussion up to questions from the board. Shaun O'Harra asked if they owned the land. Jen Hutter answered that they own the land. Marge Frandsen asked about traffic and the hours of operation conflicting with school and people going to and from work. Paul Solaegui, applicant representative, said that they reviewed the traffic patterns at all hours, including trip and traffic studies. The project is not a high generator of traffic and the pedestrian component has been looked at for safety. Dave Snelgrove said that he also had concerns about traffic. Dave asked if there will be signage for the one way. Paul Solaegui answered that yes there would be signage as part of the site design. Dave also asked about the am and pm pickup times from Hunsberger Elementary School is there a plan to allow parking at the center and if not how will that be enforced. Jen Hutter said that she feels that the programming will actually divert the traffic. Marge Frandsen asked about the major grading and the staff comment that it was not applicable. Dan Cahalane, Washoe County Planner, answered that the grading code outlines that areas under permitted building foundations or asphalt are excluded from the requirements for major grading. Chris Bronczyk, Washoe County Planner, added that the remainder for the site contains landscaping, elements that are exempt from the grading requirement.

There was no public comment.

MOTION: Dave Snelgrove recommended to forward Citizen Advisory Board comments to Washoe County staff and recommended approval of Special Use Permit Case Number WSUP20-0009 (Connect Neighborhood Center). Marge Frandsen seconded the motion to recommend approval. The motion carried unanimously.

**6.B. Special Use Permit Case Number WSUP20-0010 (McClellan Peak Tower)** – 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 for the construction of a new 195-foot self-support tower to house FM radio and cellular antennas on a 1.01-acre site with existing equipment. **(for Possible Action)**

- **Applicant\Property Owner:** Tower Sites, Inc.\Marie Michaels
- **Location: Assessor's Parcel Number:** 050-351-20; on McClellan Peak at the southern boundary of Washoe County adjacent to Carson City.
- **Staff:** Julee Olander, Planner, jolander@washoecounty.us; 775-328-3627
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on July 2, 2020

Terry Michaels, Tower Sites and property owner, described the project. Evans Broadcasting wanted to consolidate their equipment onto one tower. The 50' tower is not tall enough to transmit over the edge of the plateau to Carson City. The taller tower would allow for addition space for the future and allow for transmission over the edge.

Tom Burkhart open the discussion up for questions from board members. Dan Snelgrove commented McClellan Peak is well used and located and a is happy to hear that there is colocation and the project is appropriate. Tom Burkhart asked if there was any objection from the neighbors. Terry Michaels answered that there weren't really any neighbors. Chris Bronczyk answered that Washoe County received comments and none were in opposition.

There was no public comment.

MOTION: Dave Snelgrove recommended to forward Citizen Advisory Board comments to Washoe County staff and recommended approval of Special Use Permit Case Number WSUP20-0010 (McClellan Peak Tower). Shaun O’Harra seconded the motion to recommend approval. The motion carried unanimously.

**7. \*CHAIRMAN/BOARD MEMBER ITEMS** – There were no items discussed.

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

There were no requests for public comment.

**ADJOURNMENT**– the meeting adjourned 6:31 p.m.

CAB members present: 6

Staff present: 3

Representatives present: 5

Public members present: 1

Elected officials present:0