



Incline Village Crystal Bay Citizens 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 Incline Village Crystal Bay Citizens Advisory Board meeting held at Incline Village General Improvement District, 893 Southwood Blvd, Incline Village, NV 89451 on APRIL 25, 6:00 P.M.

1. ***CALL TO ORDER/ PLEDGE OF ALLEGIANCE** – Pete Todoroff called the meeting to order at 6:00 P.M.

2. ***ROLL CALL/DETERMINATION OF A QUORUM** - Pete Todoroff, Gerry Eick, Tom Cardinale (Alternate for Kevin Lyons); Mike Sullivan (Alternate), Andy Wolfe (arrived late); Judy Miller. A quorum was determined.

Absent: Kevin Lyons (excused)

3. ***PUBLIC COMMENT** –

Michelle Bays, Supervising Investigator from the District Attorney's office, introduced herself. She said they have been focusing on outreach. She would like to get Mr. Hicks on the agenda for a future meeting to open up the line of communication. She said they would like to come and give an update. She said they have a civil division, family division, and fraud check division. She said they have a big role in public safety.

4. **APPROVAL OF THE AGENDA FOR THE MEETING OF APRIL 25, 2016**– Gerry Eick moved to approve the agenda for the meeting of **APRIL 25, 2016**. Andy Wolfe seconded the motion to approve the agenda. The motion passed unanimously.

5. **APPROVAL OF THE MINUTES FOR THE SPECIAL MEETING OF MARCH 28, 2016** – Judy Miller made a motion to approve the minutes from the meeting of **MARCH 28, 2016**. Tom Cardinale seconded the motion to approve the minutes. The motion passed unanimously.

6. ***PUBLIC OFFICIAL REPORTS**

A. ***Washoe County Commissioner** - Commissioner Marsha Berkbigler was unable to attend. Commissioner Berkbigler may be reached at 775-328-2005 or mberkbigler@washoecounty.us.

Al Roger invited everyone to contact Commissioner Berkbigler with any questions.

7. **DEVELOPMENT PROJECTS** – The project description is provided below with links to the application or you may visit the Planning and Development Division website and select the Application Submittals page:
http://www.washoecounty.us/comdev/da/da_index.htm.

A. Tentative Map 16-003 (Incline Creek Estates Phase 2) – Request for community feedback, discussion and possible action to approve a common open space subdivision that will include dividing a ±1.68 acre parcel into 10 single family lots and one common open space lot. (*This item is for possible action by the CAB.*)

Applicant/Property Owner: NCP/ICP, LLC.

Location: 800 College Drive

APN: 129-280-21

Staff: Trevor Lloyd, 775-328-3608, tlloyd@washoecounty.us

Reviewing Body: This case is tentatively scheduled to be heard by the Washoe County Planning Commission tentatively on June 7.

Andy said his Incline Law Group has had involvement with this project. He said this connection is significant enough and it would raise concern. He said he will abstain from the discussion and voting.

Brian Helm, Representative for Incline Creek Estates Development, gave an overview of the project:

- He said they are requesting approval for the tentative map for phase 2 of the Incline Creek Estates Subdivision.

Brian gave some background:

- The subdivision is located off of College Drive
- Phase 1 included 57 units; 10.25 acre subdivided in 2005.
- They have sold 55 of 57 units. Two are currently under contract. The HOA is owner controlled.
- Phase 2: In 2008, TRPA conditional use and tentative use map were approved; both approvals expired in 2011 due to Phase 1's slow progress. He said they are bringing it back because Phase 1 is nearly complete.

- Phase 2 has 10 single family lots and one common lot which will be annexed into the HOA.
- The Affordable housing requirement was completed in 2008.
- Brian showed the Phase 1 and Phase 2 on a map. Phase 2 will satisfy the secondary egress for fire emergency access.
- He showed the subdivision tentative map with examples and pictures from Phase 1.
- 36,000 sq ft of impervious coverage; 33%; banked and onsite and ready for use.
- Required BMPs.
- No variances required.
- No changes to original project. All findings to project, plan, suitability were made; no special conditions.
- The architecture is an update to the existing; asphalt and shingle with stone detailing.
- He said it's currently under TRPA review.
- Upcoming meetings: May 13th & June 7th - Planning Commission for Tentative Map approval.

Comments:

- Tom Cardinale asked if the smaller units are integrated in the other 7 units. Brian said the smaller units will have patio space outside.
- Gerry Eick asked about the area north of unit 59. Gerry asked about the location of BMP and open space with neighbors to the west of Phase 2. Brian said that a SEZ with vegetation. Brian said that will remain as open space. He said they met with Fire Department and Forest Service to discuss fuels management for that space. The agencies issued a letter about that. Gerry asked about occupancy for July 1, 2017. He said when you go before the County, this is one parcel now, and it will be changed into 11 parcels. Brian said we would have record that as soon as the final plan was recorded. They will take the final map to the County in July.
- Pete Todoroff asked about the financing. Brian said the financing has been funded. Phase 1 profits will pay for Phase 2.
- Tom Cardinale asked if they have received feedback from the residents. Brian said no, they have received no comments.
- Gerry Eick said this is consistent with the original plan; they picked up where they left off.
- Judy Miller said the fact they aren't asking for a variance and it's a continuation from an existing project, it would be successful. Tom Cardinale agreed with Judy Miller, and said no one is complaining. Gerry Eick said it's positive that they are finishing the roadway for proper access.
- Peter Morris said he goes by here every day. He said it's an eyesore. He said it would be a great thing for it to be complete.
- Wayne Ford said he has been here for a long time. He said it is a real plus and improvement compared to what was there before.
- Kendra Wong said she lives across the street. She said it was a very well planned community. They did a great job with the project. She hasn't seen any impact with traffic.
- Judy Miller said we are quick to criticize, but we all supported this. We can voice our support.

MOTION: Judy Miller moved to recommend support for the Tentative Map and development for the Incline Creek Estates project; Tom Cardinale seconded the motion. Motion passed unanimously. Andy Wolfe abstained.

B. Variance Case Number VA16-003 (Fleming Front Yard Setback Reduction) – Request for community feedback, discussion and possible action to approve a variance to allow the reduction in the front yard setback from 15 feet to approximately 10 feet and 13/16 inches, to facilitate the expansion of the existing dwelling. *(This item is for possible action by the CAB.)*

Applicant/Property Owner: Elise Fett and Assoc, attn. Julie Rinaldo, PO Box 5989, Incline Village, NV 89450

Location: 715 Cristina Drive, approximately 750 feet southeast of its intersection with Eagle Drive, in Incline Village.

APN: 126-251-06

Staff: Roger Pelham, 775-328-3622, rpelham@washoecounty.us

Reviewing Body: This case is tentatively scheduled to be heard by the Washoe County Board of Adjustment on June 2, 2016.

- Roger said he isn't representing the project but will answer any code, policy, or process questions. He isn't for or against the request.
- Gerry Eick said he went by the parcel, and the variance request is consistent with the neighbors. He said he was concerned visualizing the structure; it's strategically located in a square shape in between large trees. He said he looked at the site plan, and they are making it a deeper structure and removing trees. He said it may change the visual corridor. He asked if it fit the character of the street. He said the owners had received a letter of support, but does it affect anyone else in the neighborhood. Roger Pelham said he hasn't heard any controversy for this project, but it's early. The standards by which variances are judged are state law. The criteria for state law are in the code. It comes down to legal standard that forces variance. Roger spoke about standards such as exceptional

narrowness and other exceptional conditions of the property. He said its about the characteristics of land, not convenience of the applicant. Gerry said with the condition and slope, it makes sense to have these characteristics, but he said he is concerned that it goes from square to an entirely different shape with the garage on one side. They are making one argument, but doing other things. He said it was an observation.

- Judy Miller said she walked the street and observed many of the homes that have deep enough driveways to have two parking spaces in front of the garage. She said another home in the neighborhood had a physical constrain on a narrow lot. She said a variance is only supposed to be granted when there are extraordinary conditions. She said she didn't believe or couldn't find reason to go any other reason. She doesn't think it's appropriate for this property.
- Andy Wolfe said he came to similar conclusions as Judy. He said he didn't see any topo or physical constraints. He said the garage is 24 feet deep, and if you don't demolish the existing home, you have to intrude into the setback. He said if you cut the garage to 20 feet, you wouldn't have an intrusion, but might not work for storage. He asked is the location of the existing building a physical constrain that we should consider when locating the garage. He said it's not a special convenience to have a 24 foot garage that is standard. He asked if the avoidance of demolishing the current home making it a constraint. Roger said the Board of Adjustment will make that final decision. Roger said no, it's not an extraordinary condition. The location of the dwelling isn't a hardship. He said another factor in play is when the conditions are 20% slope. They could build a garage detached in the same location, but not attached.
- Judy Miller said they don't currently have enclosed parking. She asked if he is trading one non-conforming for another. Roger said not in this case. One enclosed parking space and one off street parking space is required. He said right now, there are two non-conforming. It's legal, non-conforming. Judy said we have seen a lot of vacation rentals with higher occupancy with no parking. She said there is not a lot of storage; storage will happen in the garage, and parking will be displaced outside on the street. It creates a dangerous situation, especially on a school route.
- Gerry Eick said Roger mentioned it's early in the process. Roger said they accept variance requests on the 15th of every even month. He said its only 9 days after it's been submitting. He said he will receive comments back from all the agencies: health, fire, CAB. Roger said he will form his recommendation after he receives everyone's comments. Gerry said this goes to the BOA on June 2nd. Roger said all the other agencies feedback will be put into a recommendation in the form of a staff report prior to the public hearing. Notices will go to the property owner for the official hearing. He said at the beginning of the process, courtesy notices are sent out. He said he promises those comments that are submitted in writing will be put into his staff report. Gerry said he was hoping to make additional comments later in the process. Judy said she was disappointed in the fact the applicant isn't here. Roger asked everyone to submit comment or come to the public hearing.
- Tom Cardinale said it's none of our business regarding their storage. She is asking for access and wants to remove two trees. She wants to make this house valuable to her.
- Gerry Eick recommended to submitting our own comments.
- Andy Wolfe said if he puts himself in the neighbor's shoes, he said he would rather have the variance, and leave a view corridor. He said he would want to preserve the views.

C. Case Number AP16-002 (Classical Tahoe) – Request for community feedback, discussion and possible action to approve an Administrative Permit and outdoor community event business license and associated license conditions for Classical Tahoe, an outdoor concert event to be held at the Sierra Nevada College in Incline Village, Nevada on July 29, 30, August 5, 6, 12, 13 2016. *(This item is for possible action by the CAB.)*

Applicant: Classical Tahoe – Kirby Combs

Property Owner: Sierra Nevada College

Location: 948 Incline Way, Incline Village

APN: 127-040-10 (College) and 127-040-07 (IVGID Recreation Center)

Staff: Eric Young, 775.328.3613, eyoung@washoecounty.us

Reviewing Body: This case is tentatively scheduled to be heard by the Washoe County Board of Adjustment on June 2, 2016.

- Roger Pelham said he is here for Eric Young. He said this is the same it has been the same as the past few years. It will be Sunday evenings.
- Gerry said this is formerly known as Summerfest. He said that existing relationship among amenities and cross collateral should be noted. Roger said that might be outside of the land use description. Gerry said there is no objection to the event, they have made good relationships with other entities with traffic and parking, they might want to cross their Ts and dot there 'I's in order to make sure the entities know who they are dealing with.
- Judy Miller said this is a wonderful event. She said we haven't had problem with this event before, and the parking is good. She said she took handicapped woman and the lighting was difficult and the paths aren't paved. The footing might be hazardous. She said she is concerned about lighting and paths for handicapped. She is happy to have this in this community.

MOTION: Andy Wolfe moved to support this application for an administrative permit for Classical Tahoe. Gerry Eick seconded the motion. Motion passed unanimously.

8.*COUNTY UPDATE – Sarah Tone, Office of the County Manager will provide an update on County services. Ms. Tone is available to answer questions and concerns. Please feel free to contact her at stone@washoecounty.us or (775) 328-2721. To sign up to receive email updates from the County visit www.washoecounty.us/cmail. (This item is for information only and no action will be taken by the CAB).

Al Rogers gave an update:

- He thanked the Board and said he appreciates their due diligence.
- The budget will be presented at the Board of County Commission meeting; tentative budget to State April 15. This is a recommended budget, but not final.
- He said he encouraged the CAB to take advantage of Michelle Bay's offer to come out; as well as other departments within Washoe County. He said the website has many videos. He said he hopes our citizens are informed.
- Pete Todoroff asked Al to speak about the Orbit station. Pete said Wayne Ford is here to talk to that. Pete said he is concerned about the blocked off access on Somers Loop. Al Roger said he has no update or comment, but can follow up when we get the information.
- Pete asked about the bus shelter across from the college. He asked why it will cost \$100,000 to have a shelter. Gerry said he understands there will be more; it doesn't make sense. The memo implied that there is more detail to come.
- Pete talked about the Tanager Roofing Company. He said he would like to find out what's going on with that as well.
- He wants to know more about the Tahoe Area Plan. A representative, Morgan Barrel, from the TRPA wanted to give a presentation in June, but we don't have a meeting. Gerry said Sarah Tone mentioned this will be an item at the Community meeting in May. Al said we have to determine the date and time for Community Forum.
- Pete said Calneva Cottages won't be getting financing anytime soon.

9.*CHAIRMAN/BOARD MEMBER ITEMS/NEXT AGENDA ITEMS - This item is limited to announcements by CAB members and topics/issues posed for future workshops/agendas. (This item is for information only and no action will be taken by the CAB).

- Pete said he would like a representative from TRPA and the County to give an update regarding the area plan for the July CAB meeting.
- Gerry Eick spoke about the upcoming IVGID Watermain projects taking place between August 1 – October, 2016 (Enterprise, Oriel, Wassou, Teresa). The locations aren't through roads, so it won't affect traffic but will impact the road.
- Gerry also announced the NDOT SR 28 Bikeway and Improvement public hearing on Tuesday, April 26, 4-7pm, at the Chateau.

10.*PUBLIC COMMENT –

Wayne Ford said he wanted it to bring it to the boards' attention about the Orbit Station. There is a breakdown of TRPA pre-grade process, BMP, and final BMPs. He said he will pass along a report and photographs to Marsha. There was runoff of sediments during the storm. The amount of runoff goes into the IVGID park. There is active runoff. There was emergency grading; no action was taken. Everyone has to do this during construction. There is 18,000 sq feet of impervious coverage that isn't being contained, no plans to take care of it. That is a big impact on the water quality in our lake. Everyone else is spending a lot of money, and this site is doing nothing.

ADJOURNMENT – Meeting adjourned at 6:50pm.

Number of CAB members present: 5

Number of Public Present: 9

Presence of Elected Officials: 0

Number of staff present: 2

Submitted By: Misty Moga