



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 January 6, 2019, 5:30 P.M.

1. *CALL TO ORDER/ PLEDGE OF ALLEGIANCE – Pete Todoroff called the meeting to order at 5:30 P.M.

2. *ROLL CALL/DETERMINATION OF A QUORUM - Pete Todoroff, Judy Miller, Kevin Lyons, Michael LeFrancois, Sara Schmitz (alternate filling in for vacant seats). A quorum was determined.

Absent: Mike Sullivan (excused)

3. *PUBLIC COMMENT –

Wayne Ford said has clients friends who live on Gonowabi who asked him to speak on their behalf. He said their front/side yard variance was approved, and they provided off street parking for guests. He said there is no parking on the road on the County right-a-way. He said this project is missing a main component which is guest parking. He said this could be combined lots. If this was more conventional, it would allow for two parking spots on the deck. He suggested set the home back. Use the code developed for this purpose which would allow for height, and step down the parcel which could be achieved if home was moved over. He said off-street parking is his clients' main concern. He spoke about fire designation

Robert Goldberg, 459 Gonowabie, the property across from the subject property. He said they are in the middle of constructive dialogue the subject property owner. He said has concerns with obstructing the view corridor, parking and safety. He said there hasn't been enough time to understand the breadth of the project. He said we need more time to understand this. He said its premature to render recommendation before resolutions can be discussed.

Ruben Richards, 458 Gonowabie, said he is most directly impacted by this proposal. He thanked the board for their consideration. He echoed Robert and Wayne's comments. He said we received notice days ago and haven't had time to understand these adjustments with the parcels. He requested the Board delay the decision until the next meeting.

With no further requests for public, Chair Todoroff closed the public comment period.

4. APPROVAL OF AGENDA FOR THE MEETING OF JANUARY 6, 2020 – Kevin Lyons moved to approve the agenda of **JANUARY 6, 2020**. Judy Miller seconded the motion to approve the agenda for **JANUARY 6, 2020**. Motion carried unanimously.

5. APPROVAL OF THE MINUTES FOR THE MEETING OF NOVEMBER 4, 2019 and DECEMBER 12, 2019–

Judy Miller moved to approve the minutes of **NOVEMBER 4, 2019**. Mike Lefrancois seconded the motion to approve the minutes. Sara Schmitz abstained. Motion carried unanimously.

Mike Lefrancois had the following corrections to the statements he made in the minutes: During his comment, he stated 'he doesn't believe TOT **alone** needs to be used for enforcement.' 'BMPs are regulated by TRPA. '...afterhours. **There needs to be 2 (min) staff members for 7 day coverage.**' Instead of the sentence 'STR is very specific,' it should have read 'STR regulations as proposed are very focused and don't address overlap of non-STR issues (noise, parking enforcement).

Judy Miller:

On page 2, after Jack Dalton's public comment, the minutes need to reflect that it is '**the end of public comment period.**' Judy Miller also added that a sentence after public comment that states **Judy Miller wanted to get answers to the questions raised during public comment.** Name spelling correction for a public member should be Joy **Gumz**. On page 3, it should state '**Judy Miller had prepared a sheet of comments and gave copies to the board and attendees. She wanted to emphasize the definition of residential use types as wholly or primarily non-transient.**' On the last page, last paragraph, Judy said there are a lot of un-permitted second dwelling units.

Kevin Lyon:

During the portion of the minutes where Kevin Lyons asked about break down of compliance – it should read '**Some of these are possible solutions to problems that are actual problems.**' Additionally, during his comment, it should state **public** nuisance issues such as parking and **noise** should be addressed.

Judy Miller moved to approve the minutes of **DECEMBER 12, 2019** as corrected. Kevin Lyons seconded the motion to approve the minutes as corrected. Sara Schmitz abstained. The motion carried 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. Variance Case Number WPVAR-0002 (Gonowabi Properties LLC)

– **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 to reduce the required front yard setback on the subject site from 20 feet to 6.6 feet to facilitate the construction of a new dwelling with a two-car garage. (for Possible Action)**

- **Applicant\Property Owner: Gonowabi Properties, LLC**
- **Location: 460 Gonowabi Rd, between the road and shore of Lake Tahoe**
- **Assessor's Parcel Number: 123-131-04**
- **Staff: Roger Pelham, Senior Planner,; 775-328-3622; rpelham@washoecounty.us**
- **Reviewing Body: Tentatively scheduled for the Board of Adjustment on February 6, 2020**

Roger Pelham, Washoe County Planner, said he was available to answer questions. In response to the public comments, he noted delaying hearing of this item is not an option at this time. He said he can answer code, policy, process questions.

Nick Exline, Midkiff and Associates, Representative, 460 Gonowabi, provided a brief overview of the proposed variance request.

He said the proposed variance is to reduce the required front yard setback on the subject site. He said with this variance, he said they were hoping to put the development closest to Gonowabi instead of using a step down process.

He said a step up height segment process would be ideal on first street level. He said they wanted to bring the property up to the street as far as we could to maintain view corridor for the neighbor, but keep it below the view corridor for the neighbor across the street.

Nick said additional concerns were raised when they walked the site with architect and concerned neighbors. He said parking was a concern. Nick said per code, we would not be afforded the parking requirements off street parking. He said they will look to stake the corners and have another conversation with architect and community before BOA meeting on Feb. 6.

Pete Todoroff said he understands it's a fire lane, but if you build there, there won't be off street parking. Nick said we are focusing on the variance request. He said they aren't afforded the opportunity to include a driveway. Pete asked if they could put a driveway or parking on the lot next door. Pete said this is a major problem with taking away the current off-street parking. That is a major concern.

Sara Schmitz asked what the square footage and number of bedrooms proposed. Nick said it's proposed to be a single-family, 5,671 square feet with 5 bedrooms. Sara said with 5,671 sq. ft. with 5 bedrooms, off-street parking is needed. She said it's a fire lane and a snowplow needs to come down that lane. She asked where are these other people going to park; that's the reason for setbacks. Nick said onsite parking has not changed in the garage and on the bridge.

Mike Lefrancois asked if fire department has reviewed this application. Roger said they had no comments. Mike said the resident concerns are valid. He asked about parking code. Roger said two off-street, one of which should be in an enclosed garage. Both are being created within the garage on the subject site. There will be two spaces on the property.

Judy Miller asked who put the pavers in. A public member said the County installed the paver. She said this proposal will take away the public right-a-way parking for a private development. It doesn't seem equitable. Nick said that's not official parking. Kevin said pavers are on public property. Nick stated this property owner is being asked to solve issues in order to develop a single family residence. Nick said this wouldn't be an acceptable fire lane under current code.

Nick spoke about the shape of the property as pie slice. Robert (neighbor) said the property is that shape because the road used to end there. Kevin said it's a one way road. Robert said there are challenges. He said whether it is permitted or not, it's the only place to park. He said he and Rube aren't prepared to support or oppose it. He said he is sympathizes with it, but have ideas to help mitigate issues. This application not ready. He said the applicant has been collaborative to address concerns. We want to come to an agreement but we aren't ready.

Judy asked if there were conversations with the neighbors prior to notice. Nick said no.

Nick said he is not empowered to make changes now. He said we need to focus on the variance. He said he is empathic to the parking issues. Nick said they are going above and beyond. He said if we move the property away from the property, it will impact the view corridor more. Ruben said he disagrees.

Sara said she is new to this and has been a home owner for many years and has remodeled. She said the first thing we did before building was to understand the parameters of the lot which included setbacks. She asked why wasn't this type of approach taken at this location. Nick spoke about the updated area plan and changes to Gonowabi due to challenges. He said garage will be 40-50 set away from property line. This is a unique parcel configuration, steep slopes, and architectural design.

Public Comment:

Wayne Ford said variance request are based on facts. For interior lots in building placement, this has a 15 foot setback, not 20 foot. He asked Roger for his input. Roger Pelham said it does by means of topography, but 20 foot for zoning. Wayne said 15 foot setback due to steepness of property. 5 feet is a big difference. Roger said the description is correct which is required by the zoning. There is a modification based on topography that would apply in this case if not otherwise varied. Wayne said the water quality project with paving was verified. He said he spent time with a Washoe County staff member on the pavers. The pervious pavers are owned by the county. It was legally done. It took a lot of time to stabilize the area. Nick said he would look into it.

Sara Schmitz asked about the easement for utilities. Robert said there is a public access easement between the subject property and Ruben's property that isn't indicated on the map. He said when he brought the property, the public easement access showed up on the lot map. He said the owners have been responsive, but give proper time to get a decent outcome.

Roger Pelham, the notice that went out are courtesy notices, but they are not requirement. He said we began sending courtesy notices this 20 years ago. He said the legal notices are sent 10 days before the public hearing. He said we send the courtesy to engage community early in the process. This gives the citizens a better opportunity. Applications come in on 15th, courtesy notices might have been slow over holidays. This is a public forum to gather input.

Sara Schmitz asked about additional access requirements and setback. Roger said it depends on the type of public access easement. He spoke about different access easement. Robert said easements should be reflected in the plans.

Kathy Julian spoke about public access. She asked if someone does a development like this, is there a check if a development eliminates public access. She asked who checks for that. Nick said the property line is reflected on the site plan. The title report reflect the legal description. We showed legal described boundaries in the plans.

Wayne said Ann Nichols and Mark Alexander spent a lot of time researching those access easements and aren't sure how accessible they are. They don't show up on the maps except for the originals. They weren't recorded. There has been challenges with property lines in court in Crystal Bay. Public access was controversial. But there is no parking for public access. Robert asked about a property line adjustment. Wayne said that happens a lot. Wayne said new TRPA code allows for height codes. Wayne said the design is great, the only issue is parking.

Robert said we will come to reasonable solution. Ruben said issues can be address if given enough time.

Nick said it's unique burden to solve off-street parking issues for other owners who have their own parking issues. Pete said you are taking it away.

Mike asked if the property lines have already adjusted. Nick said not yet, surveyor has been out there and provided comments. Mike said the surveyor may provide comments. He spoke about the ability to have a driveway based on your property lines. There is 50 feet curbside. Mike said this can be worked out without changing much. He suggested involving fire and roads department and work it out with the neighbors.

Robert said there is a way through this, but we aren't there yet. Mike said it's a parking issue, not a setback issue.

Nick said even if we move it back 10 feet to adhere to the setback, there ultimately is no solution for parking. Robert suggested if you move the house to the north against the other lot line that would solve a problem. Robert said we can solve this before Board of Adjustment meeting.

Robert asked if applicant can ask for a delay. Roger said only the applicant can request a delay.

MOTION: Kevin Lyons moved to forward the comments to Washoe County staff. He wished them good luck. Pete Todoroff seconded the motion. Sara Schmitz opposed. The motion carried.

7. *WASHOE COUNTY COMMISSIONER UPDATE – Commissioner Berkbigler was not present.

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).

Pete requested Election of Officers item be placed on the next agenda to determine Vice President. Judy Miller said the Planning Commission is tomorrow. She asked if Phil Horan is still on the board. Roger said he wasn't sure if Phil still lived in Washoe County or Reno. Sara said planning commission is 6pm.

9. * GENERAL PUBLIC COMMENT AND DISCUSSION THEREOF –

With no requests for public comment, Pete Todoroff closed the public comment period.

ADJOURNMENT – meeting adjourned at 6:38 p.m.

Number of CAB members present: 5

Number of Public Present: 10

Presence of Elected Officials: 0

Number of staff present: 1

Submitted By: Misty Moga