

LYON COUNTY PLANNING COMMISSION MEETING MINUTES

April 14, 2020

The April 14, 2020 meeting of the Lyon County Planning Commission was called to order by Chairwoman Betty Retzer.

1. Roll Call –

Members Present: Commissioners Retzer and Ritter were in attendance in Yerington at 27 South Main St.; Commissioner Allan was in attendance in Dayton at 34 Lakes Blvd.; and Commissioner Cassinelli attended via zoom meeting. Commissioners Lake, Hendrix and Hardcastle were absent.

Attending staff present: Rob Pyzel, Planner, Tammy Kinsley, Planner, via zoom. Jeff Page, County Manager and Shannon Juntunen, Administrative Assistant at 27 South Main St. Yerington, NV.

2. Pledge of Allegiance – Led by Commissioner Ritter

3. Public Participation- None

4. Review and Adoption of Agenda-

Commissioner Allan motioned to adopt the agenda as presented. Commissioner Cassinelli seconded, motion carries unanimously (4 ayes; 0 nay; 3 absent; Commissioners Lake, Hendrix and Hardcastle).

5. Approval of minutes

Commissioner Cassinelli made a motion to approve the minutes of the March 10, 2020 Planning Commission meeting as amended. Commissioner Allan seconded, motion carries by **unanimous** vote (4 ayes; 0 nay; 3 absent, Commissioners Hendrix, Lakes, Hardcastle).

6. Presentation and Reading of Miscellaneous Correspondence- None

7. Advisory Board Reports- None

8. Public Hearing Items-

8.a. (for Possible Action) SCI (Summit Construction Inc.) - Conditional Use Permit - Request for a Conditional Use Permit to allow for a landscape material yard for sales to the general public in the LI-S (Light Industrial - Suburban) zoning district; located at 7013 E. Hwy 50, Dayton (019-192-05) PLZ-20-0004.

Planner, Tammy Kinsley presented the staff report. The proposed use is allowed under Title 15 in this zoning district with a conditional use permit. Staff is recommending approval based on the findings and conditions.

Commissioner Retzer had questions regarding conditions of approval 1, 2 & 24 pertaining to fencing, landscaping and parking requirements.

Planner, Tammy Kinsley explained the conditions of approval were taken from Title 15 Development Standards based on the type of application, proposed use and size of area being developed.

Commissioner Retzer asked if there was a way to amend or remove conditions.

Planner, Tammy Kinsley, stated the conditions placed on the application are based on Title 15 Development standards. Therefore all conditions of approval must be met.

Mr. Viksna, applicant, spoke to the Planning Commission explaining he was unaware there would be so many conditions associated with this type of permit. The cost of developing the property in the manner in which the development standards require is very costly. He went on to explain the proposed use is simply outdoor storage of landscaping materials, supply delivery and pick up at this point. He does not intend to utilize the entire parcel at this point just a small area. The applicant also asked if there was a way to mitigate some of the conditions to be fulfilled as necessary such as parking, restrooms, landscaping and fencing. The applicant referenced surrounding properties/businesses that do not seem to have the same development standards that are being placed on him

Planner, Rob Pyzel stated several of the properties referenced by the applicant were existing uses before Title 15 went into effect and the development standards vary depending on the parcel zoning and type of use.

Commissioner Cassinelli asked staff if the conditions of approval and design standards placed on this application would change if it were simply outdoor storage and if the conditions pertaining to the retail sales portion could be fulfilled when and if an actual retail store is built or if all conditions need to be met before the applicant can obtain a business license and sale materials.

Planner, Rob Pyzel, said the applicant will be expected to fulfill all conditions before they would be able to proceed with retail sales, however staff is willing to work with the applicant to see what conditions can be met in various stages.

Commissioner Allan asked the applicant if they had sat down with staff to go over the development standards, conditions of approval and process. The applicant responded he had not, he was unaware that was an option.

Planner, Tammy Kinsley, responded she spoke with the applicant's wife several times, went over all the submittal requirements, conditions of the Conditional Use Permit and informed Mrs. Viksna she could meet with Staff if she had any further questions or concerns.

County Manager, Jeff Page, said the Planning Commission has three options; approval, denial, or continuance with the applicant's approval. Based on what the applicant has submitted and his intent, the conditions and findings are appropriate. Mr. Page went on to say he would recommend a continuance so the applicant can meet with staff in a round table to revisit his intent and see if a revision of the proposed use is appropriate and or if a gradual implementation of the conditions is possible.

Commissioner Cassinelli asked staff to clarify, if the applicant's application is approved he has a year to comply with the approval conditions? Mr. Pyzel stated that the applicant has a year to comply with all approval conditions before the Conditional Use Permit expires. However all conditions must be met before the applicant can proceed with retail sales.

Commissioner Ritter asked Mr. Pyzel about the parking requirements. If the applicant changes the scale of land developed and operations can the parking requirements be scaled up or down accordingly? Chairwoman Retzer suggested the condition addressing parking requirements be discussed at the round table.

Public Participation- None

Commissioner Allan **made a motion to continue** the request for a Conditional Use Permit to allow for a landscape material yard for sales to the general public in the LI-S (Light Industrial - Suburban) zoning district to the May 12, 2020 Planning Commission Meeting. Commissioner Ritter seconded, **motion carries** (4 ayes, Commissioners Retzer, Ritter and Cassinelli; 0 nay; 3 absent, Commissioners Hendrix, Hardcastle and Lake)

8.b. (for Possible Action) Robert & Janine Landstedt - Tentative Parcel Map -

Request for a Tentative Parcel Map to divide a 6.42 total acre parcel into three (3) single family residential parcels, the smallest being 1.54 acres, in the RR-1T (First Rural Residential - 1-acre lot minimum) zoning district; located at 5025 Cheyenne Trail, Stagecoach (APN 015-421-01) PLZ-20-0006

Planner, Rob Pyzel, presented the staff report. The parcel is zoned RR-1, Rural Residential-one acre minimum, in an unshaded X flood zone and within the Stagecoach GID. The applicant will be required to acquire water rights for the additional parcels being created. The proposed request for a tentative parcel map to create three 1.54 acre lots is in conformance with the master plan and land use designation. Staff is recommending approval based on the findings.

Chairwoman Retzer asked staff to clarify the total number of lots being created, will there be 3 or 4 total. Mr. Pyzel stated there would be four total lots.

Commissioner Hardcastle **made a motion to approve** the request for a Tentative Parcel Map to divide a 6.42 total acre parcel into three (3) single family residential parcels, the smallest being 1.54 acres, in the RR-1T (First Rural Residential - 1-acre lot minimum) zoning district;. Chairwoman Allan seconded, the **motion carries** (4 ayes, Commissioners Retzer, Ritter and Allan; 0 nay; 3 absent, Commissioners Lake, Hardcastle and Hendrix) based on the recommended findings and conditions of approval:

Conditions of Approval:

1. The applicant shall comply with all Federal, State, County and special purpose district regulations.
2. The applicant shall make corrections of any engineering or drafting errors and other technical map corrections to the satisfaction of the County Engineer and Planning Director prior to submitting the final parcel map for recordation.
3. The applicant shall pay the actual costs for County Engineer plan and map checking fees and County Inspector site improvement inspection fees, in accordance with the adopted County fee resolution in effect at the time, and provide proof of payment to the Planning Department prior to final parcel map recordation.

4. The applicant shall pay in full all property taxes through the end of the fiscal year (June 30) prior to recordation of the final parcel map.
5. The applicant shall provide the parcel map to the Lyon County GIS Coordinator in form and format compatible with the County geographical information system (GIS). The scale of the site plan, improvements, monuments and other items shall be in model space correctly oriented to coordinate system as established by the GIS Coordinator. Cover sheet and standard details need not be included.
6. The applicant shall pay the required recording fees at time of final parcel map recordation.
7. No lot shall be offered for sale or sold and no building permits shall be accepted for processing until the final parcel map has been approved and recorded.
8. The applicant shall comply with Lyon County's storm drainage guidelines (revised September 2018).
9. The applicant shall comply with Lyon County improvement requirements as set forth in Chapter 15.03.03 of the Lyon County Code.
10. The applicant shall comply with all applicable fire code requirements to the satisfaction of the Central Lyon Fire Protection District.
11. The applicant shall provide documentation of the dedication or relinquishment of water rights necessary to insure an adequate water supply for residential use of the newly created parcel prior to recordation of the final parcel map.
12. The final parcel map will comply with the current Lyon County standards requiring a 7.5-foot public utility easement along the front property lines and 5-foot public utility easement along all side property lines for the proposed parcels prior to recordation.
13. The following items are required of all development:
 - a. All construction shall comply with all applicable building and fire code requirements.
 - b. Building permits shall be issued in compliance with Title 15 of the Lyon County Code.
 - c. Site development work will require a site improvement permit(s) in accordance with Title 15.234 unless directly associated with a single family residential building permit.
 - d. Structures placed on these parcels shall adhere to the County's site and setback standards for the zoning district as it applies to each parcel at the time of development.
 - e. Distinct and legible "temporary" addresses are required of any structures under construction until such time as permanent address numbers are installed and posted.
 - f. All debris on construction sites must be contained and removed periodically as required for safety and cleanliness to the satisfaction of the Lyon County Building Department.

- g. Prior to any combustible materials being brought on site street name signage shall be installed, if applicable and emergency vehicle access has been installed to the satisfaction of the Central Lyon County Fire Protection District.
- 14. Any further division may be subject to the imposition of subdivision improvement standards as may be legally imposed at the time. The applicant shall place a note to this effect on the final parcel map prior to recordation.
- 15. Approval of the tentative parcel map shall not constitute acceptance of the final parcel map. **Failure to submit a complete final parcel map and pay the required fees within one (1) year from the date of approval shall render the tentative parcel map approval as expired.** No extension may be granted after receiving approval of the tentative parcel map.

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9. Public Participation

None

10. Action Items

None

11. Board Member Comments

None

12. Future Agenda Items

None

13. Public Participation

None

ADJOURN TO RECONVENE AS THE LYON COUNTY PLANNING COMMISSION

14. Staff Comments and Commissioner Comments-

14.a. Staff update on recent County Commissioners actions

Mr. Pyzel updated the Planning Commission on the Planning items that went before the Board of Commissioners at the March 5, 2020 meeting. The Sage Vista, Specific Plan application was denied. Commissioner Allan asked what the reason for denial was. Mr. Pyzel responded that the Commission felt the proposed future development was too densely populated, wanted more of the open space between Stagecoach and Dayton to remain as such and felt as though the lot sizes were too small.

County Manager, Jeff Page encouraged the Planning Commission to get comfortable attending meetings via zoom. Moving forward they should expect this to be how the County will be doing business, at least for some time.

14.b. Staff update on the proposed 2020 Comprehensive Master Plan

Chris Baker, Manhard consultant, went over the process, timeline and goals of updating the 2020 Comprehensive Master Plan. The 2020 Comprehensive Mater Plan will be an update of the 2010 Comprehensive Master Plan. Reviewing and updating GIS data, land use maps, reviewing and updating goals, policies and strategies with staff's recommendations and incorporating community plans. Mr. Baker went over data collected at the community workshops for each community. He went on to say after the draft proposed Master Plan is completed it will go through another round of reviews for comments and recommendations in community meetings. As comments and recommendations are received they will be incorporated. It will then come before the Planning Commission and Board of Commissioners for approval.

See attached Presentation-

15. Public Participation

None

16. Adjournment

At approximately 12:03 p.m. it was unanimously motioned, the meeting was adjourned.

Betty Retzer, Chairwoman

Shannon Juntunen, Administrative Assistant