

Jan Hodges, Chairman  
Sue Gill, Vice Chairman  
Sean Desruisseaux  
Paul Unterbrink  
Angela Lewis  
Felicity Zoberski  
Open

## FERNLEY PLANNING COMMISSION AGENDA

Fernley City Hall  
595 Silver Lace Blvd. • Fernley, NV 89408  
Phone: (775) 784-9900

### Fernley Planning Commission

February 8, 2017

*The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, or remove an item from the agenda or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted.*

**Time Certain:** Time certain designates a definite time for the start time of that item. The time certain item may **NOT** begin earlier than the designated time certain. It may begin later than the designated time, but not earlier.

**5:00** p.m. OPEN MEETING – PLEDGE OF ALLEGIANCE

**Chairman's statement:** "To avoid meeting disruptions, please place cell phones and beepers in the silent mode or turn them off during the meeting. Thank you for your understanding."

1. ROLL CALL

2. PUBLIC INPUT.

**Public comment is limited to five (5) minutes per person. Items not agendized for this meeting cannot be acted upon other than to place them on future agendas. Public input is prohibited regarding comments, which are not relevant to, or within the authority of, the public body, or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering, with the rights of other speakers**

3. APPROVAL OF THE AGENDA

4. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES FOR: January 11, 2017

Documents:

[20170111 FPC MINUTES.PDF](#)

5. PRESENTATION, DISCUSSION AND POSSIBLE ACTION:

5.1. Public Hearing, ZMA 2016-006 – Discussion And Possible Action On A Zoning Map Amendment Request From ADH Properties, LLC To Change The Zoning From C1 (Limited Commercial) To C2 (General Commercial) On A Site Approximately 10.06 ± Acres In Size Located At 1B & 1A Inglewood Drive, Fernley, NV. APN(S) # 020-341-01 And 020-342-01.

Documents:

[PC STAFF REPORT ZMA 2016-006.PDF](#)  
[ATTACHMENT 1 - VICINITY MAP.PDF](#)  
[ATTACHMENT 2 - LAND USE ZONING MAP.PDF](#)

6. CHAIR AND COMMISSION ITEMS:

**(Summary or Activity Reports on planning issues, activities or organizations in which individual members may be involved. This item is to provide general information to the commission and public. No discussion shall take place and no action will be taken.)**

7. PLANNING DIRECTOR ITEMS:

**(Activity Summary or updates on projects that have been previously reviewed by the Planning Commission. This item is to provide general information to the commission and public. No discussion shall take place and no action will be taken.)**

8. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS.

9. PUBLIC INPUT.

**Items not agendized for this meeting cannot be acted upon other than to place them on future agendas.**

**ADJOURNMENT.**

This notice and agenda is being posted before 9:00 a.m., 2/3/2017 in accordance with NRS 241.020 at the following locations: [www.cityoffernley.org](http://www.cityoffernley.org), <https://notice.nv.gov/>, Senior Citizen's Center at 1170 W. Newlands Drive and Fernley City Hall at 595 Silver Lace Blvd, Lyon County Human Services at 460 W Main St., Ste. 110. To obtain supporting material for this agenda please contact the City Clerk's Office, Kim Swanson, inside City Hall or call 784-9830. Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Fernley City Hall, at least 24 hours in advance, at 784-9900.

# Fernley Planning Commission Agenda

January 11, 2017

1. **ROLL CALL: Present:** William Shattuck (Chairman), Commissioner Sue Gill, Commissioner Gayle Picha, Commissioner Jan Hodges, Commissioner Angela Lewis. **Absent:** Commissioner Will McDonald. **Not Voting:** Planning Director Tim Thompson, Assistant Planner Melinda Bauer, City Attorney Brandi Jensen, Deputy City Clerk Julie Torres.

## 2. PUBLIC INPUT.

There was none

## 3. APPROVAL OF THE AGENDA:

**Motion:** Move to approve the agenda as submitted, **Action:** Approve, **Moved by** Commissioner Sue Gill, **Seconded by** Commissioner Gayle Picha. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Commissioner Angela Lewis, Chairman William Shattuck, Commissioner Gayle Picha, Commissioner Jan Hodges, Commissioner Sue Gill, Commissioner Sean Desruisseaux.

## 4. (POSSIBLE ACTION) APPROVAL OF MINUTES

**Motion:** Move to approve the December 14, 2016 Fernley Planning Commission minutes as submitted, **Action:** Approve, **Moved by** Commissioner Sue Gill, **Seconded by** Commissioner Gayle Picha. **Vote:** Motion passed (**summary:** Yes = 5, No = 0, Abstain = 1). **Yes:** Chairman William Shattuck, Commissioner Gayle Picha, Commissioner Jan Hodges, Commissioner Sue Gill, Commissioner Sean Desruisseaux **Abstain:** Commissioner Angela Lewis.

## 5. PRESENTATION, DISCUSSION AND POSSIBLE ACTION:

### 5.1. DISCUSSION AND POSSIBLE ACTION TO ELECT CITY OF FERNLEY PLANNING COMMISSION OFFICERS FOR 2017.

**Motion:** Move to nominate Commissioner Jan Hodges as Chairman and Commissioner Sue Gill as Vice Chairwoman, **Action:** Approve, **Moved by** Commissioner Gayle Picha, **Seconded by** Commissioner Sean Desruisseaux. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Commissioner Angela Lewis, Chairman William Shattuck, Commissioner Gayle Picha, Commissioner Jan Hodges, Commissioner Sue Gill, Commissioner Sean Desruisseaux.

### 5.2. DISCUSSION AND POSSIBLE ACTION REGARDING THE CITY OF FERNLEY PLANNING COMMISSION BY-LAWS.

Planning Director Thompson provided comments on absence policies and the social media policy. He recommends a maximum of (2) two absences within a 12-month period and leave the decision to remove a commissioner due to excessive absences up to the Mayor. He would also like to see some language in the by-laws that requires the Commissioners to comply with the City social media policies. These changes will be brought back to the Commission to vote on the February agenda. City Attorney Jensen provided comments regarding the ethics and social media policy which is within the City Employee Personnel Policy. She recommends the Commissioners read the policy. Human Resources can provide a copy of the policies. Planning Director Thompson will provide copies to the Commission. Chairman Shattuck agrees with the absence policy. Commissioner Desruisseaux would like the policy to be three (3) absences. **Motion:** Direct staff to submit language changes to the By-Laws including social media and absence policies, **Action:** Motion Died, **Moved by** Commissioner Sue Gill, There was **no Second**. Chairman Shattuck clarified the intended motion. The intent is to remove the word "unexcused" and make it any three (3) absences and adding language regarding social media policy. Commissioner Gill agreed that is her motion. **Motion:** Move to direct staff to bring back language changes to the Planning Commission by-laws including: remove the word "unexcused" and add any 3 absences to the by-law language as well as language regarding social media policy. **Action,** Approved, **Moved by** Commissioner Sue Gill, **Seconded by** Commissioner Jan Hodges. **Vote:** Motion carried by unanimous roll

call vote (**summary:** Yes = 5). **Yes:** Commissioner Angela Lewis, Chairman William Shattuck, Commissioner Gayle Picha, Commissioner Jan Hodges, Commissioner Sue Gill. Sean Desruisseaux.

**6. CHAIR AND COMMISSION ITEMS:**

There were none.

**7. PLANNING DIRECTOR ITEMS:** Certificates of appreciation were presented to Commissioners Picha and Shattuck by Planning Director Thompson. This is the last meeting for both Commissioners. Two new Commissioners will take their seats at the February meeting.

**8. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS.**

There were none

**9. PUBLIC INPUT.**

There was none

**ADJOURNMENT. 5:21 pm**

Approved by the Fernley Planning Commission on February 8, 2017, by a vote of:

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_ ABSENT: \_\_\_\_\_

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**Chairman Hodges**

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**ATTEST: Lillian Cabral**



Meeting Date: 02/08/2017  
Agenda Item: #                     

### **Mission Statement**

To provide our growing dynamic community excellent municipal services to make Fernley a great place to live, work, and play. Together, we enhance the desirability, safety, friendliness, aesthetics and quality of life in our city.

## **CITY OF FERNLEY PLANNING COMMISSION STAFF REPORT**

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**REPORT TO:** Planning Commission  
**REPORT BY:** Melinda Bauer, Assistant Planner  
**REVIEWED BY:** Tim Thompson, Planning Director

**AGENDA ITEM:** ZMA 2016-006 – Discussion and possible action on a Zoning Map Amendment request from ADH Properties, LLC to change the zoning from C-1 (Limited Commercial) to C2 (General Commercial) on a site approximately 10.06 ± acres in size located at 1B &1A Inglewood Drive, Fernley, NV. APN(s) # 020-341-01 and 020-342-01.

**ACTION REQUESTED:** \_\_\_Consent \_\_\_Ordinance \_\_\_Resolution  X  Motion \_\_\_Receive/File

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### **RECOMMENDED ACTION BY PLANNING COMMISSION:**

I move to forward a recommendation of approval to the City Council for the Zoning Map Amendment associated with ZMA 2016-006 adopting Findings A through E and the facts supporting these Findings as set forth in the staff report.

### **Key Points:**

1. Currently the project area has a land use designation of Commercial, therefore changing the zoning from C-1 to C-2 is in conformance with the current land use designation.
2. No project proposed at this time, all future development must follow all applicable federal, state and local regulations.
3. The rezoning to C-2 (General Commercial) will allow a wider range of uses.

**POLICY REFERENCE**

*Nevada Statutes:* NRS 278.250

*Fernley Municipal Code:* FMC Title

*Policies & Procedure Manual:* N/A

*Community Assessment:* N/A

*Fernley Development Code:* Chapter 24

*Other:*

**ANALYSIS:**

The property to be rezoned is currently zoned C-1 (Limited Commercial) with a land use designation of Commercial. The proposed zone change from C-1 (Limited Commercial) to C-2 (General Commercial) would allow a wider range of uses. The project area consists of two parcels totaling 10.06 ± acres located at 1B and 1A Inglewood Drive (APN(s): 020-341-01 and 020-342-01). The zone change request encompasses the entire 10.06 ± acres.

No development has been proposed at this time. Future development of the project area will require new infrastructure to connect to existing infrastructure. Any future development must meet the specified uses within the C-2 zoning designations. Any proposed development will be required to analyze potential impacts to the existing infrastructure or services to ensure any impacts are appropriately mitigated, which could include buffering with landscape and or fencing between commercial development and adjacent residential neighborhoods. Any future project will be subject to compliance with the City’s development code and should be fiscally sustainable.

Public notice was given and public hearings are scheduled per the requirements of the Fernley Development Code and Nevada Revised Statutes.

**PROJECT SUMMARY**

Project Name	Inglewood Drive Zone Change
Site Location	1A & 1B Inglewood Drive
APNs	020-342-01 & 020-341-01
Applicant	Rubicon Design Group
Owner	ADH Properties, LLC
Proposed Actions	Zoning Map Amendment, ZMA 2016-006
Planning Area	Central Fernley
Land Use Classification	Commercial
Current Zoning	C-1
Flood Zone Designation	Per FIRM map # 32019C0105E, dated January 16, 2009, it appears that this property is located in Zone X.
Gross Site Area	10.06

<b>Surrounding Properties and Uses:</b>	<b>Current Zoning District</b>	<b>Comprehensive Plan Land Use Classification</b>
<b>West</b> Developed & Undeveloped Park	PF (Public Facilities)	Park
<b>North</b> Undeveloped	RR-5 (Rural Residential, 20 Acre Minimum Parcel Size)	Open Space Reserve
<b>East</b> Undeveloped	C-2 (General Commercial)	Commercial
<b>South</b> Undeveloped & Developed Residential	RR-1T (Rural Residential, 1 Acre Minimum Parcel Size) & RR-2T (Rural Residential, 2 Acre Minimum Parcel Size) Both with a Trailer Overlay	Residential Low Density

<b>Findings</b>		<b>Staff Analysis</b>
<b>A.</b>	That the proposed amendment is consistent with the goals and policies of the adopted Master Plan;	These parcels both currently have the land use designation of Commercial. The proposed zone change from C-1 to C-2 will allow for a wider range of uses. C-2 is an equivalent zoning in the Commercial land use designation.
<b>B.</b>	That the anticipated uses allowed by the proposed zoning can be served by adequate public facilities, roads and services required by this Development Code;	No development proposed at this time. Approval of the zoning map amendment does not assure the approval of any proposed development project.  Any future project will be subject to compliance with the City's development code and should be fiscally sustainable.
<b>C.</b>	That any impacts from the proposed zoning on public facilities and services can be properly mitigated;	Any future development must meet the specified uses within the C-2 zoning designations. Any proposed development will be required to analyze potential impacts to the existing infrastructure or services to ensure any impacts are appropriately mitigated, which could include buffering with landscape and or fencing between commercial development and adjacent residential neighborhoods.
<b>D.</b>	That the proposed amendment is compatible with the master planned use of the adjacent properties;	Commercial land use designation appears in all planning areas except Rural South.



<b>E.</b>	<p>Within the zoning district, the governing body may regulate and restrict the erection, construction, reconstruction, alteration, repair or use of buildings, structures or land.</p>	<p>Although there is not project at this time, the applicant understands that the governing body may regulate any future construction based on the zoning district and all future development will follow all applicable federal, state and local regulations.</p>
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**FINANCIAL INFORMATION**

**FISCAL IMPACT:**

- 1. Is There A Fiscal Impact? NO
- 2. Is it Currently Budgeted? NA
- 3. If Budgeted, Which Line Item/Account?

**FISCAL SYNOPSIS:**

Processing of this application is covered by the \$1,100.00 application fee at the time of submittal.

**BACKGROUND INFORMATION**

Currently the overall project area has a land use designation of Commercial and a zoning designation of C-1. The proposed amendment to C-2 (General Commercial) will allow a wider range of uses.

**PRIOR COUNCIL ACTION/REVIEW**

Master Plan Amendment MPA 06-05 was approved at the February 7, 2007 City Council changing the land use designation from Residential Low density to Commercial.

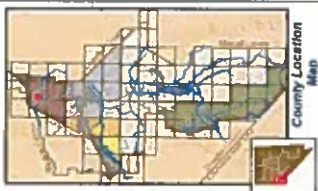
Zoning Map Amendment ZMA 06-14 a request to change the zoning designation from C-1 (Limited Commercial) to C-2 (General Commercial) was denied at the February 7, 2007 City Council meeting.

**ATTACHED INFORMATION**

- 1. Vicinity Map
- 2. Land Use Map

NW1/4 SE1/4; Por W1/2 NE1/4 SE1/4 Section 18 T20N-R25E, MD&M

20-34



**Map Elements**

- 1st Corner Station
- Section Tie
- Dimension
- Parcel Lot
- Parcel Number
- 0.15 Ac. Acreage of Parcel
- PM / 120' or Recorded Map Image
- Parcel Boundary
- Block Number
- Parcel Book & Page Number
- Page Number

**Cities & Townships**

- Dayton
- Dayton Valley
- Perley
- Mt. Union
- Mason Valley
- Macedon
- Steger City
- Steger Springs
- Smith Valley
- Stapleton
- Yerington

Scale: 1" = 200'

Revised: July 30, 2012

Inglewood Subdivision  
S.M. 33115 7/20/77

NOTE: This is the assurance only and does not represent a survey. It is hereby assumed that the information shown on this plat is correct and that the information is correct as shown on the plat.

