Reno City Planning Commission



WORKSHOP MINUTES

Wednesday, February 5, 2014 ~ 5:00 p.m. Reno City Hall – 7th Floor Caucus Room One East First Street, Reno, Nevada

MEMBERS

Doug Coffman, Chair Dagny Stapleton Paul Olivas Charles Reno Kathleen Taylor Kevin Weiske Jason Woosley

I. PLEDGE OF ALLEGIANCE

Chairperson Coffman led the Pledge of Allegiance.

II. ROLL CALL

Chairperson Coffman called the meeting to order at 5:01 p.m. A quorum was established.

PRESENT: Doug Coffman, Dagny Stapleton, Paul Olivas, Charles Reno, Kathleen Taylor, Kevin

Weiske, and Jason Woosley

ABSENT: none

Jonathan Shipman – Deputy City Attorney, was also present.

III. PUBLIC COMMENT - This item is for either general public comment or for public comment on an action item. If commenting on an action item, please place the Agenda Item number on the Request to Speak form.

Lisa Hill, Washoe County Food Policy Council, stated they were developing policy on how all citizens can have access to local, healthy food. Meetings were being held with City agencies to address this issue. She invited the Commission to consider this issue during future meetings and to adopt the healthy food access policy as one of the goals for 2014. She also mentioned she was a former NAB member and that development reviews had been presented during NAB meetings for citizen information. She questioned how citizens will have access to this information in the future given the dissolution of the NABs.

IV. PLANNING COMMISSION GOALS (For Possible Action)

- 1. REVIEW OF 2013 PLANNING COMMISSION GOALS
- 2. REVIEW OF ITEMS THAT WERE REQUESTED BY PLANNING COMMISSION IN 2013
- 3. SETTING OF GOALS FOR 2014

Chairperson Coffman reviewed the following 2013 Planning Commission Goals:

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- Communication
- Environmentally-friendly design incentives and strategies
- Continue to develop in-field incentives and strategies to be adopted in policy and Municipal Code standards
- Improve pedestrian-bike safety amenities
- Preparedness
- Update signage and lighting requirements to reflect and address new technology

Nathan Gilbert, Associate Planner, reviewed the following:

- In March 2013, there was discussion regarding the seconds needed for a motion, at which time, the Deputy City Attorney stated it was a general practice.
- Commissioner Reno had requested a presentation on the interaction between the City and local Indian tribes. A presentation by Reno-Sparks Indian Colony Planning Director, Scott Nibeski has been tentatively scheduled for April 2014.
- There was a follow-up presentation by the Community Development Director discussing the new role of the Hot Topic function and how it will work in lieu of the Neighborhood Advisory Boards (NABs) and when it will be applicable for the Planning Commission.
- Staff resolved the issue of when staff presentations should be given during meetings, per Planning Commission bylaws.
- Commissioner Stapleton had requested a follow-up regarding the spacing of pawn shops near schools. This information was included in the draft Planning Commission annual report for consideration by the City Council.
- More information will be provided on impact fees in the coming months for review by the Planning Commission.
- A list of advanced planning projects initiated by the City Council was provided to Commissioners.

Chairperson Coffman commented that, in the past, the Planning Commission was able to review City Council goals. He asked if that information was provided.

Nathan Gilbert, Associate Planner, stated that information can be provided.

Claudia Hanson, Planning and Engineering Manager, added goals from the City Council have not been provided, because that information is not available in time for Planning Commission meetings.

Commissioner Reno suggested establishing design standards or best practices for discouraging graffiti activity.

Claudia Hanson, Planning and Engineering Manager, stated that was being integrated in the City Council's city-wide design standards under phase two.

Commissioner Stapleton asked if those were general design standards for any type of new development.

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Claudia Hanson, Planning and Engineering Manager, replied yes.

Commissioner Stapleton asked if more specificity would be needed to establish standards that would discourage graffiti activity within the general design standards.

Claudia Hanson, Planning and Engineering Manager, stated that could be noted for review during the workshop.

Commissioner Weiske commented that last year's goals regarding communication were established before it was learned the NABs would be dissolved. He questioned how community input will now be provided before future meetings.

Commissioner Taylor suggested the Planning Commission use social media to reach out to the public. She asked what the plan is to replace the NABs.

Claudia Hanson, Planning and Engineering Manager, stated a presentation was given a few months ago to the Planning Commission that showed how development projects can be posted on-line and public input can be provided.

Nathan Gilbert, Associate Planner, noted public comment received by staff on a development project is forwarded to the Planning Commission through the staff report.

Chairperson Coffman clarified public input needs to be provided to the Planning Commission before meetings.

Commissioner Weiske requested that public issues related to development projects be presented to the Planning Commission before the day of the meeting and provided an example.

Commissioner Stapleton stated a neighborhood forum is still needed for vetting development projects. She would support the creation of a forum, preferably in person, for reviewing development projects by neighborhoods prior to presentation at the Planning Commission.

Nathan Gilbert, Associate Planner, suggested discussion on this policy continue throughout the year.

Commissioner Weiske suggested the Commission provide direction to the City Council on communication on a quarterly basis.

Commissioner Olivas suggested goals be established before solutions are discussed.

Commissioner Reno suggested the sign and lighting goals be removed, as these goals have been resolved in a text amendment.

Claudia Hanson, Planning and Engineering Manager, clarified a complete update relating to onpremise signs has not yet been completed. A text amendment for on-premise signs was scheduled for the future.

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Commissioner Weiske stated he was in favor of keeping environmentally-friendly design incentives and strategies as a goal.

Commissioner Weiske stated he would be in support of adding an additional goal for the food policy.

Commissioner Taylor asked if the 2014 goals can be revised at a later time.

Nathan Gilbert, Associate Planner, stated the information is summarized and presented to the Planning Commission in the Annual Report, but revisions may be completed before the deadline for the Annual Report.

Commissioner Taylor commented she did not feel comfortable establishing goals for the Planning Commission in such a short period of time.

Commissioner Weiske explained generic goals are established and specifics are discussed as an agendized item during a regular meeting.

Commissioner Reno suggested the Planning Commission establish a goal for reviewing residential adjacency for 24-hour businesses.

Commissioner Olivas suggested establishing a goal for considering controversial topics and appropriate uses.

Commissioner Stapleton recommended: keeping all current goals; adding a forum for hearing developing projects in neighborhoods before the project is presented to the Planning Commission; and, adding a goal that will research and identify planning and development policies that can promote healthy food access and support the local food network.

Commissioner Woosley stated he could support Commissioner Stapleton's recommendations.

Chairperson Coffman recommended changing signs to on-premise signs and general lighting.

Commissioner Stapleton agreed with Chairperson Coffman's recommendations.

It was moved by Commissioner Reno, seconded by Commissioner Weiske, to approve Planning Commission goals for 2014, including the following amendments:

- Address hot topics and to establish a neighborhood forum for approving development projects
- The addition of a city-wide food policy
- Review the issue of on-premise signs and lighting
- Discussion of residential adjacency
- Removal of Low Impact Development Design Standards, as this issue has been addressed

The motion carried by a vote of 7-0.

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V. PUBLIC COMMENT – This public comment item is to allow the public to provide general public comment and not for comment on individual action items contained on this Agenda.

None

VI. ADJOURNMENT (For Possible Action)

Chairperson Coffman adjourned the meeting at 5:59 p.m.

AS APPROVED BY THE RENO CITY PLANNING COMMISSION IN SESSION ON MARCH 5, 2014.