

# Ward 5

## Neighborhood Advisory Board



### DRAFT MEETING MINUTES Tuesday ~ June 14, 2016 Scheduled Time: 5:30 – 7:30 p.m. Reno City Hall Council Chambers One East First Street, Reno, NV 89501

#### MEMBERS

Marcy Benner  
Carly Borchard  
Joe Fadrowsky  
Sonya Giroux  
Pamela McNeil  
Mac Rossi  
Bret Scoggin  
Joe Serpa  
Randall Sharp  
Bruce Specter  
Vacant

Council Liaison: Neoma Jardon

Community Liaison: Barbara DiCianno

#### 1. CALL TO ORDER

Chair Giroux called the meeting to order at 5:32 p.m. A quorum was established.

#### 2. ROLL CALL

**MEMBERS PRESENT:** Marcy Benner, Carly Borchard, Joe Fadrowsky, Sonya Giroux, Pamela McNeil, Mac Rossi, Bret Scoggin and Randall Sharp

**MEMBERS ABSENT:** Joe Serpa and Bruce Specter

**POSITIONS VACANT:** One

**CITY COUNCIL LIAISON:** Neoma Jardon

**COMMUNITY LIAISON:** Cynthia Esparza-Trigueros

**ALSO PRESENT:** Jeff Church – Retired, Reno Police Department  
Vicki Jewell – Secretary, Reno Rose Society  
Joe Prutch – Senior Planner, City of Reno  
Brett Steinhardt – Capital Projects Engineer, Washoe County

#### 3. PLEDGE OF ALLEGIANCE

4. **PUBLIC COMMENT** – *Limited to no more than three (3) minutes and is for either public comment on any action item or for any general public comment. The public may comment on agenda items by submitting a **Request to Speak** form to the Chairperson. Comments are to be addressed to the board as a whole and not directed to or at individuals, presenters or staff members.*

Jeff Church, retired former member of the Reno Police Department (RPD), made the following public comment:

- He requested that the NAB place the Somerset Fire Station on a meeting agenda
- The Somerset Fire Station has not operated for over one year and appears to be closed rather than browned out

\* Denotes **NON** action item

- The City claims that they are hiring new staff for the Fire Department, however older staff is retiring so the staff numbers remain the same
- The fire station #7 on Skyline also appears to be closed rather than browned out
- He runs the website [www.RenoPublicSafety.org](http://www.RenoPublicSafety.org)

Vicki Jewell, Secretary of the Reno Rose Society, made the following public comment:

- She invited the public to attend the fourth annual Rose and Flower Show on Saturday, July 2, 2016 from 12:00 noon to 5:00 p.m. at the McKinley Arts and Culture Center
- The theme will be “A Galaxy of Roses” to celebrate the 21<sup>st</sup> anniversary of the Hubble Space Telescope
- There will be a photo competition, auction, arrangements and demonstrations
- Informational flyers were handed out to everyone in attendance
- More information can be found at [www.renorosesociety.org](http://www.renorosesociety.org)

**5. APPROVAL OF AGENDA - For Possible Action**

A. June 14, 2016

***It was moved by member Fadrowsky, seconded by member Rossi to approve the agenda for the June 14, 2016 Ward 5 NAB meeting. The motion carried: members Benner, Borchard, Fadrowsky, Giroux, McNeil, Rossi, Scoggin and Sharp assenting; members Serpa and Specter absent; and one position vacant.***

**6. APPROVAL OF MINUTES - For Possible Action**

A. April 14, 2016 Special Meeting

***It was moved by member Fadrowsky, seconded by member Scoggin to approve the minutes for the April 14, 2016 Ward 5 Special NAB meeting as presented. The motion carried: members Benner, Borchard, Fadrowsky, Giroux, McNeil, Rossi, Scoggin and Sharp assenting; members Serpa and Specter absent; and one position vacant.***

B. May 10, 2016

***It was moved by member Fadrowsky, seconded by member Scoggin to approve the minutes for the May 10, 2016 Ward 5 NAB meeting as presented. The motion carried: members Benner, Borchard, Fadrowsky, Giroux, McNeil, Rossi, Scoggin and Sharp assenting; members Serpa and Specter absent; and one position vacant.***

**7. ANNOUNCEMENTS / OLD BUSINESS**

Community Liaison Esparza-Trigueros made the following announcements:

- The Regional Safety & Emergency Preparedness Exposition will be held on Thursday, June 23, 2016 from 10:00 a.m. to 2:00 p.m. at the City Plaza

**8. UPDATE AND DISCUSSION FROM COUNCILMEMBER NEOMA JARDON**

Council Liaison Jardon gave the following update:

- She gave the following response to Mr. Church’s public comment:
  - The Somerset fire station is scheduled to reopen in July
  - The Skyline fire station #7 is also scheduled to reopen in July
  - Station #19 has recently been in operation
- The Downtown Master Plan has been moving forward

- The old overflow shelter for the homeless has been acquired for use by the City
  - The owner signed a one year lease
  - Tenant improvements will take two months before it is able to operate
  - The City is actively seeking a secondary homeless shelter
- City Council launched a citizen recognition program called City Superheroes
  - Citizens and/or organizations can be nominated at the [www.reno.gov](http://www.reno.gov) website
  - Mark Markel was recognized by City Council for his promotion of not drinking and driving
- The Girl Scout's flag crossing program in Ward 5 has been recognized by City Council
  - The City hopes to expand this program in the future
- The meeting in Verdi was a success with over 110 persons in attendance
  - Water, traffic, safety, schools and the City's Sphere of Influence were topics of discussion
  - The State water engineer was unable to attend this meeting
    - City Council requested a presentation by the State water engineer at their next meeting
- City Council will continue to focus on the homeless problem
  - Best practices are being researched
  - Affordable housing needs to be addressed
  - A low two percent vacancy rate has increased the homeless problem in the City

Member Rossi thanked the City Council for increasing the budget for the Senior Citizen's Advisory Board.

Member McNeil asked how soon the Girl Scout's flag crossing program would be expanded. Council Liaison Jardon replied that the city is currently gathering data regarding the program and working on where and how the program can be expanded.

Member Fadrowsky requested a follow up on the flag crossing program and supported the common sense of the program which raises safety awareness for a low monetary cost.

Member Sharp asked what the next step would be regarding development in the Verdi area. Council Liaison Jardon replied that next steps include a report from the State water engineer, initiation of a Verdi plan, working with the County regarding funding and holding joint meetings between the City and County as well as joint NAB/CAB meetings.

Chair Giroux supported the City's acquisition of the old homeless shelter and continuation of the Reno Works Program. She noted that the City approved a Community Development Block Grant in the amount of \$500,000 for transitional housing and asked how this money will be spent. Council Liaison Jardon will look into how the grant money will be spent.

**9. PRESENTATIONS/UPDATES - For Possible Action – (Limited to 10 minutes each including questions and answers.)**

**A. Reno Police Department Quarterly Update – Lt. Joe Robinson, Reno Police Department**

Lieutenant Joe Robinson from the Reno Police Department (RPD) gave the following update from the RPD:

- The RPD recently released their annual report for 2016
- He encouraged the public to download the myRPD application
- The RPD has a community survey available to the public
  - The survey is available on myRPD or at the [www.reno.gov](http://www.reno.gov) website

The NAB members and audience had the following questions for Lieutenant Robinson:

- What gives him the most hope and what gives him the most worry?

- Hope is provided by the support of the RPD from Council, City Manager Clinger and RPD Chief Soto
- There is worry that Reno is growing rapidly and the RPD must expand to keep up with demand
  - There are 16 new police officers who have recently graduated from the academy
  - There is a new group of 23 candidates entering the academy
- What is the best way to report an incident to the RPD?
  - This is dependent on the nature of the incident
  - Emergencies should be reported by calling 911
  - Non-emergencies can be reported by calling the non-emergency line or Reno Direct
- Where can a report be made?
  - Reports can be made in person, on the myRPD application or at the [www.reno.gov](http://www.reno.gov) website
  - The RPD is in the process of developing a new website
- Member Fadrowsky reported that speeding continues to be a problem on Sierra Canyon in Somerset
  - Council Liaison Jardon reported that she met with the president of the HOA
  - A speed radar was placed near the country club
  - A speed radar will be placed near the Goddard school
  - The city is looking into redirecting truck traffic off of Del Webb west onto Del Webb east, but needs permission from the HOA to cut a privately owned median to allow this redirection
  - Council Liaison Jardon will provide an update on this topic at the next NAB meeting

B. ReImagine Reno Master Plan Update – *Maureen McKissick, Brianna Wolf, City of Reno*

Maureen McKissick, Assistant to the City Manager announced that the Affordable Housing workshop will be held on Wednesday, August 3, 2016 at 2:00 p.m. in the City Council Chambers.

Maureen McKissick, Assistant to the City Manager gave a presentation on Phase I of the ReImagine Reno Master Plan Update:

- The Master Plan is a long term plan which guides where and how Reno will grow over the next ten to twenty years
- Required elements of the plan include land use, conservation, historic preservation, public facilities and services, recreation and open space, safety and transportation
- Phase I has produced four documents
- Phase II has produced three documents to date
- The full documents can be viewed online at [www.reimagereno.us](http://www.reimagereno.us)
- The focus of Phase I included broad community outreach which resulted in approximately 6,000 participants
- The three most popular visions for Reno in descending order of importance were the following:
  1. A base for outdoor activities
  2. An arts and culture center
  3. A university town and a technology center were tied
- There were ten community values identified in two tiers of importance based on a survey rating scale of -5 to +5:
  - First tier values – Identified with an average rating of +3.5
    - 1 Safety – Pedestrians, cyclists and drivers

- 2 Well maintained built environment – Roads, buildings, street lights, landscaping
- 3 Affordability
- 4 Sense of community
- Second tier values – Identified with an average rating of +2.5
  - 1 Local shopping and dining
  - 2 Ease of driving
  - 3 Low noise levels
  - 4 Access to outdoor activities
  - 5 Education
  - 6 Local Food
- Housing preferences included the following
  - A large preference for single family homes
  - A desire for infill (building within City limits) as opposed to urban sprawl
  - A desire for walkability to shopping areas
  - A new desire for micro/tiny homes
- The free response answers contained a large amount of comments regarding the downtown area

Brianna Wolf, Planner with the City of Reno gave a presentation on Phase II of the ReImagine Reno Master Plan Update:

- Input for Phase II will be focused on specific elements of the Master Plan and clarification of findings from Phase I
- Community input will continue through surveys and meetings
- The following four tasks are planned for Phase II
  - Task 1 - Plan foundations – February through June of 2016
  - Task 2 - Key policy choices and opportunities – May through September of 2016
  - Task 3 - Draft and finalize plan – October of 2016 through January of 2017
  - Task 4 - Plan adoption – February through May of 2017
- Tasks 1 and 2 include community engagement for input through meetings and online surveys and revision to the plan based on this input
- Task 1 - Preliminary plan framework includes:
  - Guiding principles
  - Goals
  - Policies
  - Implementation strategies
- Task 2 – Key policy choices include:
  - Land use
  - Infrastructure and services
  - Housing and neighborhoods
- Further updates can be received by signing up for the ReImagine Reno newsletter at the [www.reimaginereno.us](http://www.reimaginereno.us) website

Follow up results from the first survey during Phase II regarding amenities were recently posted at [www.reimaginereno.us](http://www.reimaginereno.us).

It was asked if there will there be any NAB workshops during Phase II. There will not be any Ward/NAB specific meetings, but public open meetings based on specific topics will be hosted.

## 10. DEVELOPMENT PROJECTS

- A. LDC16-00072 (Wilbur May Arboretum) - A request has been made for a special use permit to construct a 3,600 square foot greenhouse facility in the Single Family Residential – 15,000 square feet (SF15) zone and Washoe County zoning of High Density Suburban (HDS). The site is partially within the City limits and the remainder is within the City's Sphere of Influence. The ±121.79 acre site is located at the southeast corner of North McCarran Boulevard and North Virginia Street (1595 N. Sierra Street – Rancho San Rafael Regional Park). The site has a Master Plan Land Use designation of Special Planning Area/West University Neighborhood Plan.

PLANNER: Joe Prutch, Senior Planner  
CONTACT NUMBER: (775) 785-5853  
EMAIL ADDRESS: [prutchj@reno.gov](mailto:prutchj@reno.gov)  
WARD BOUNDARY: Ward 5  
APN: 002-040-27 & 002-030-10  
NEIGHBORHOOD ADVISORY BOARD MEETING DATE: June 14, 2016  
PLANNING COMMISSION HEARING DATE: July 6, 2016

Joe Prutch, Senior Planner with the City of Reno, gave a presentation on this project which included the following:

- This is a Washoe County project located in Rancho San Rafael Park
- The project is the construction of a 3,600 square foot greenhouse facility where plants and trees will be grown for County parks
- A special use permit is required due to residential adjacency
- The project will go to the Planning Commission on July 6th
- Most of the site is located in Washoe County, some of the site is located in the City of Reno
- All of the site is located in the Sphere of Influence for the City of Reno
- The site is located on the corner of North McCarran Boulevard and North Virginia Street
- Washoe County zoning is Single Family Residential – 15,000 square feet (SF15)
- City of Reno zoning is High Density Suburban (HDS)

Brett Steinhardt, Capital Projects Engineer for Washoe County, gave a presentation on this project which included the following:

- He is the project manager for the greenhouse
- Primary road access to the greenhouse will be internal to Rancho San Rafael Park
- He gave the following background on the origins of this project:
  - The County Manager's Office solicited RFPs from County staff for a project that would benefit Washoe County and its residents
  - The County Parks Department created the idea for the greenhouse
  - This greenhouse will benefit the community by providing a place for plants to be cultivated for Rancho San Rafael Park and other local parks
  - The greenhouse will also serve as a repository for endangered plant species
- Funding for this project came from Washoe County, WC1 bonding and private donations
- This project will be located near existing utilities
- The greenhouse will measure 72 feet by 50 feet for a total of 3,600 square feet
- The greenhouse will be 23 feet in height
- It will be constructed of polycarbonate siding
- HVAC equipment will not be visible and a fence will be constructed around the greenhouse for screening

- Trees and landscaping will screen the greenhouse from view on McCarran Boulevard
- There will be construction and emergency road access off of North Sierra Street
- Primary road access will be internal to Rancho San Rafael Park
- There will be two employees of the greenhouse
- A pad will be constructed for a future head house to house plants before they are moved to the greenhouse
- The project goes to the Planning Commission on July 6<sup>th</sup>
- Construction is scheduled to begin in the late summer to fall of 2016

The NAB members had the following questions regarding this project:

- Is the greenhouse a permanent structure?
  - Yes
- Will there be staff for the greenhouse?
  - There will be maintenance and arboretum staff as well as volunteers
- Will there be research done in the greenhouses?
  - No research is planned
  - The greenhouse will be used to propagate plants and endangered plant species for local parks
- What type of fence will screen the greenhouse?
  - There will be a chain link fence with vertical slats
- Member Fadrowsky suggested that hedges be used for screening
- Where are there residences adjacent to this project?
  - Residences are located adjacent to Rancho San Rafael Park
- Will there be any security in place to prevent vandalism?
  - There will be a fence and the greenhouse will be locked
- Will there be any signage?
  - There will not be any signage since this is not open to the public
  - The only signs will be for ADA parking

B. Update on action taken by the Planning Commission and/or City Council on development projects previously heard by the Ward 5 NAB.

1. LDC16-00063 (Clark Kayler Boarding House) - A request has been made for a special use permit to allow a boarding or rooming house within the Multifamily - 30 units per acre/West University Neighborhood Planning area (MF30/WUNP) zone. The ±.48 acre site (1052 & 1058 Bell Street) is located on the east side of Bell Street, ±270 feet south of its intersection with West 11th Street. The site has a Master Plan Land Use designation of Special Planning Area/West University Neighborhood Plan/Traditional Neighborhood Area. This item was originally heard by the Ward 5 NAB on May 10, 2016.

Joe Prutch, Senior Planner, gave the following update on this project:

- This project was approved by the Planning Commission on June 1<sup>st</sup>
  - The NAB voiced a concern regarding lack of landscaping for this project
  - Landscaping for this site will be brought up to code standards when the project plans are submitted
2. ABN16-00007 (Nevada Street Abandonment) - A request has been made for the abandonment of a ±20 foot wide by ±150 foot long (±3,000 square feet) section of Nevada Street. The section is located on the east side of Nevada Street, south of its intersection with University Terrace. The site is located within the Multifamily - 30 units per acre/West University Neighborhood Planning area (MF30/WUNP) zone and has a

Master Plan Land Use designation of Special Planning Area/West University Neighborhood Plan/Traditional Neighborhood Area. This item was originally heard by the Ward 5 NAB on May 10, 2016.

Joe Prutch, Senior Planner, gave the following update on this project:

- This project was approved by City Council on June 8<sup>th</sup>

**11. BOARD DISCUSSION AND ACTION ITEMS - For Possible Action**

- A. Review/prioritize existing agenda item requests.
- UNR campus parking presentation
  - UNR Gateway update
  - City of Reno Code Enforcement update
  - Washoe County Code Enforcement presentation
  - Congested Area / Recreational Target Shooting presentation

It was discussed and decided by the NAB members that the first two items regarding UNR and the last three items regarding code enforcement for the City of Reno and Washoe County and congested area/recreational target shooting be combined into two single agenda items. If the congested area/recreational target shooting presentation needs to be separate from the code enforcement presentations, it will be prioritized as third.

***It was moved by member Giroux seconded by member Fadrowsky to combine and prioritize the following future agenda items in descending order of priority:***

- 1. UNR Campus Parking and UNR Gateway presentation/update**
- 2. Presentation regarding Code Enforcement Update for the City of Reno, Code Enforcement for Washoe County and Congested Area/Recreational Target Shooting**
- 3. Congested Area/Recreational Target Shooting presentation, if this topic cannot be combined with the code enforcement presentations in item 2**

***The motion carried: members Benner, Borchard, Fadrowsky, Giroux, McNeil, Rossi, Scoggin and Sharp assenting; members Serpa and Specter absent; and one position vacant.***

**12. IDENTIFICATION OF ITEMS TO BE PLACED ON A FUTURE AGENDA OF THE WARD 5 NEIGHBORHOOD ADVISORY BOARD FOR DISCUSSION AND/OR POTENTIAL ACTION - For Possible Action**

Member Rossi requested an update on the status of the Somersett fire station including its opening date and staffing at the July Ward 5 NAB meeting.

**13. CONFORMATION OF NEXT NAB CHAIRPERSON**

Member McNeil did not wish to serve as chair for the next meeting.

Member Rossi was confirmed as the chair for the next Ward 5 NAB meeting on July 12, 2016.

- 14. PUBLIC COMMENT** – *Limited to no more than three (3) minutes and is for either public comment on any action item or for any general public comment. The public may comment on agenda items by submitting a **Request to Speak** form to the Chairperson. Comments are to be addressed to the board as a whole and not directed to or at individuals, presenters or staff members.*



Member Sharp noted that public attendance for the Ward 5 NAB meetings have decreased at the last couple of Ward 5 NAB meetings.

Member Rossi suggested that the Ward 5 NAB members attend the NAB meetings for other Wards to observe their areas of focus.

Member McNeil asked if it was allowed to post the dates of the Ward 5 NAB meetings on the Nextdoor webpage.

Council Liaison Esparza-Trigueros gave the following replies to public comment:

- The NAB members should continue to share the Ward 5 NAB Facebook page in order to increase attendance
- The Ward 5 NAB members are welcome to attend NAB meetings for the other Wards as long as there is less than a quorum in attendance
- It is allowed for members to post the dates of the Ward 5 NAB meetings on other applications such as Nextdoor

**15. ADJOURNMENT (For Possible Action)**

***It was moved by member Fadrowsky seconded by member Borchard to adjourn the meeting at 7:05 p.m. The motion carried: members Benner, Borchard, Fadrowsky, Giroux, McNeil, Rossi, Scoggin and Sharp assenting; members Serpa and Specter absent; and one position vacant.***