

**CITY OF ELKO**  
**PLANNING COMMISSION**  
**REGULAR MEETING MINUTES**  
**5:30 P.M., P.D.S.T., TUESDAY, AUGUST 6, 2019**  
**ELKO CITY HALL, COUNCIL CHAMBERS,**  
**1751 COLLEGE AVENUE, ELKO, NEVADA**

**CALL TO ORDER**

Evi Buell, Vice-Chairman of the City of Elko Planning Commission, called the meeting to order at 5:30 p.m.

**ROLL CALL**

**Present:**       Evi Buell  
                  Gratton Miller  
                  Ian Montgomery  
                  John Anderson  
                  Stefan Beck  
                  Tera Hooiman (*Arrived at 5:44 p.m.*)

**Excused:**       Jeff Dalling

**City Staff Present:**   Scott Wilkinson, Assistant City Manager  
                          Cathy Laughlin, City Planner  
                          Michele Rambo, Development Manager  
                          Bob Thibault, Civil Engineer  
                          John Holmes, Fire Marshal  
                          Shelby Archuleta, Planning Technician

**PLEDGE OF ALLEGIANCE**

**COMMENTS BY THE GENERAL PUBLIC**

*There were no public comments made at this time.*

**APPROVAL OF MINUTES**

July 2, 2019 – Regular Meeting **FOR POSSIBLE ACTION**

**\*No action was taken on this item.**

**I. UNFINISHED BUSINESS**

**A. PUBLIC HEARING**

1. Review, consideration, and possible action on Conditional Use Permit No. 5-19, filed by Bailey & Associates, LLC, to designate APN 001-926-111 as a RMH-1

district for occupancy of mobile homes on rented or leased sites in mobile home parks, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally at the northerly terminus of Primrose Lane and Daisy Dr. (APN 001-926-111).

Guy Heckethorn, 1294 Primrose Lane, questioned why Bailey Homes was going to put in the mobile home park in rentals, instead of manufactured homes.

Cathy Laughlin, City Planner, explained that the applicant would be giving a presentation, as well as staff would be going through their review of the application, and that might answer Mr. Heckethorn's questions.

Jon Bailey, Bailey & Associates, LLC, 780 W. Silver Street, explained that they are proposing an RMH-1 development that includes 44 lots. The first phase of Cedar Estates was developed years ago and had a slow build out. Bailey acquired property from the original developer 14 years later. He didn't know if it had penciled out for them to continue the project as originally planned. They were able to come to agreement with Clayton Homes and work through difficult site location, with the concrete plant and the landfill nearby. There are not a lot of opportunities with zoning, but there is a demand for entry level housing and a nice end product. The second phase of Cedar Estates has been in the process for four years and is still not completely built out. There is a really slow absorption rate. Clayton is no longer interested in moving forward. Baileys' want to develop this, be contentious of the neighbors, and create something that they can put their name on and feel proud of. They looked at the area and just to the west is another RMH-1 development. They thought that they could make something work here that would be sensitive to the neighbors, and also provide an opportunity for CC&Rs, restrictions to the types of units, and also maintenance of the grounds and screening with a wall. They did an analysis of the Code and worked with staff. Staff's original take on this is that this was an RMH-3 with the two prior phases and wanted to stick along those lines. Mr. Bailey felt that the RMH-1 could be justified, even under the staff report, with the density that they are proposing and the traffic that is going to be generated based on that density. Mr. Bailey thought that they could build a very nice product through the use of CC&Rs, the use of screening, and any input from the Planning Commission. He was interested in hearing any suggestions they could incorporate in order to make this a viable project for the City and the neighbors.

Greg Martin, 1349 Primrose Lane, said he had one question for the applicant. With the original Phase 1 and the properties developed on the east side of Daisy, was there supposed to be a barrier wall that separated the residential development from the industrial property to the west.

Scott Wilkinson, Assistant City Manager said no.

Mr. Martin said that the City has done that on projects similar to this in other areas around town. He was curious as to why that wasn't part of the subdivision plat when it was approved the first time around.

Mr. Wilkinson said that the real issue is if you have a wall and several different properties, who would maintain the wall. Typically that requirement is placed on the industrial, or commercial, property, because there is one owner that can maintain the wall, but that wasn't the case here.

Ms. Laughlin explained that this particular item was tabled at the last meeting. It was tabled at the request of the applicant, but also at the request of staff due to some deficiencies in the application. Since that meeting there is a second memo. Because the item was tabled, the original memo remains in the packet. The second memo just explains that the deficiencies were delivered to staff after the meeting and met the requirements. Ms. Laughlin then went through the City of Elko Staff Report dated June 18, 2019.

Michele Rambo, Development Manager, went over the power point that was included in the packet.

Bob Thibault, Civil Engineer, said the Engineering Department recommended denial for similar reasons. We recommend the previous district of RMH-3 is maintained. The Land Use Component of the City Master Plan designates this area as Residential Medium Density and RMH-1 is not a corresponding zoning district.

John Holmes, Fire Marshal, had no comment.

Mr. Wilkinson had a recommendation for denial of the proposed RMH-1 district. It is not compliant with the Master Plan. He wanted to bring to the Commissioner's attention the historic decisions that have been made by the Planning Commission and the City Council that looked at either mobile home subdivision or manufactured home subdivision. Ms. Laughlin mentioned the 1<sup>st</sup> decision, although it seems incorrect that you would have mobile homes and manufactured homes together, required permanent foundations. The idea was to have a subdivision of property, not commercial use. Mr. Wilkinson thought the historic decisions that have been made, and more recently with the manufactured home subdivision, carried a lot of weight. Additionally, staff has talked about non-conformance with the Master Plan. More importantly, this is not a transitional use. You can have an applicant come up and say they will design around all the issues, but we aren't looking at a variance application. He thought the Commission needed to be careful of that, because then everyone will get to design around the issues. Mr. Bailey is proposing a good layout for a mobile home park, and he intends on pursuing it and doing a good job with it. There has been some talk about CC&Rs being in place. Those work as long as the owner of the property wants to adhere to those. The City doesn't enforce CC&Rs.

Mr. Bailey wanted to refer to Page 17 of the Land Use Component of the Master Plan. He pointed out that in his version of the Master Plan RMH-1 is not listed under High Density Residential. He wondered if that had been edited or changed recently.

Ms. Rambo clarified that there are four RMH Zones 1, 2, 3, and 4. Medium Density lists RMH-2 and RMH-3; High Density just says RMH. The only thing left is RMH-1 and RMH-4. The basic issue is that RMH-1 is not listed under Medium Density.

Mr. Bailey said what Ms. Rambo represented to the Commission was that on Page 17 RMH-1 was listed under High Density.

Ms. Rambo said that Mr. Bailey was correct, currently the Master Plan says RMH. She explained that she put the "1" in for clarification.

Mr. Bailey said he wanted to be clear that RMH-1 is not listed in High Density Residential. It is an assumption. RMH-1 corresponds more to 4 to 8 units per acre, which is Medium Density Residential. If there are going to be adjustments to the Master Plan and how it is presented to the Planning Commission, then it needs to be with what's on the Master Plan. What is on the Master Plan is RMH. The next reasonable step would be to look at the definition of Medium Density, which is 4 to 8 units per acre. Classifying RMH-1, just because it is not listed, as High Density is not a statement that you would conclude from the density of the proposed project.

Mr. Wilkinson pointed out that RMH-2 is listed as Mobile Home Subdivision, and RMH is listed as mobile home residential. There is a clear distinction where those are listed in the Master Plan. Subdivision isn't listed under High Density, but it is listed under Medium Density. The Master Plan is pretty clear. RMH-4 is considered, and restricted to, a commercial zone. We are here to designate the RMH use going forward.

There was further discussion between Mr. Bailey and Mr. Wilkinson on whether RMH-1 is considered High Density in the Master Plan.

Mr. Bailey explained that with his interpretation of the Master Plan the project would conform to the Master Plan. He went over a few pages in the Master Plan. He read from Page 16 of the Land Use Component:

*The Elko Master Plan Land Use Map (ATLAS Map 8. 2010 Future Land Use Plan) is a graphic depiction of proposed future land use and is a guide for the City staff and officials to rely upon as they are evaluating development proposals and associated applications or revisions to City policies and ordinances. Depicting an area as residential, commercial or any other designation on the Master Plan Land Use Map should not prohibit other land uses that may be authorized by Planned Unit Development (PUD) ordinances, conditional use ordinances or other land use applications that may grant a land use exception or other means of relief, so long as the land use complies with the Elko City Code and is compatible with, and does not frustrate, this Master Plan's goals and policies.*

Mr. Bailey continued that the project complies with the City Code to a T with everything that they are proposing. They have looked at their project in conformance with the Master Plan and the goals and policies; they meet the Medium Density designation with their layout. In the Transportation Component the traffic counts are based on density, so although they say that these projects should be located next to an Arterial. That would be if they generate a high traffic volume. Their project is within the Medium Density, so their traffic is in conformance with the Medium Density as well. Mr. Bailey read from Page 24 of the Land Use Component of the Master Plan.

*Encourage high density residential, commercial or industrial uses that generate significant traffic volumes adjacent to major arterials or collectors roadways.*

He explained that they were not creating a significant traffic volume. It isn't an apartment complex. This will be 44 lots, which would be in the medium density in regards to units per acre. He then read Best Practice 1.4 from the Land Use Component. He added that it talks about creating a diverse mix of housing to allow for seniors, new families, older home owners, etc. The park provides all of that. There is not a lot of this type of housing, but there is a lot of demand for

it. There is also not a lot of it that is being cared for, which is why there might be some push back on it. Mr. Bailey thought with their history, development, proposal, and opportunity that they provided staff to give recommendations that they could develop. They are also meeting all of the code regulations for development as laid out by City Code. The community does need diverse housing. They have put together a thoughtful development, and it is in conformance with the goals and policies of the Master Plan. Listing it under high density is not the way it should be interpreted based on their proposal. He thought by interpreting it that way it was restricting the land to be a place for weeds to grow.

Commissioner Stefan Beck asked Mr. Bailey if he had put a lot of time and effort into this proposal.

Mr. Bailey explained that they have owned the land for 5 years. He didn't know how many proposals he had brought to the City. They take the proposals to the City and when they go through the costs to develop and then to the market, then they are not feasible. Stick built homes are not feasible for this neighborhood, for the cost of construction. Clayton Homes' absorption rate has been slow. He thought they could create an amenity in the park with the wall, the trees, the park that will be built, and the CC&Rs that will go along with it. It will be the nicest thing in the neighborhood and it will be that way from the get go, and then it will be maintained by one owner, so you won't have to chase down 50 different owners if there is something wrong with the property. The projects that they have done in the City have done well and have been nice. They want to develop something here, but they are next to the Land Fill and the industrial concrete plant. They have spent a lot of time and money on this little piece. They are not trying to create something that is out of ordinary with the neighborhood.

Commissioner Beck asked if there was a way for Mr. Bailey to alter his approaches, so he and the City could come to an agreement on the interpretations.

Mr. Wilkinson said that Mr. Bailey has presented some strong, valid arguments. It is much simpler. When a property is rezoned, which is what this is and what the Planning Commission and the City Council have done prior to this; they have designated this property on the last go around as an RMH-3 zone. What the Planning Commission is doing now, is making a zoning type decision. There is no doubt that Mr. Bailey's presentation is solid. If the Planning Commission makes a decision that RMH-1 is a valid use here, and Mr. Bailey decides not to do his project, then the City and the Planning Commission are stuck with the next proposal under an RMH-1. A proposal is not being approved here, a zone and land use is being considered regardless of who might do it. If you are making a decision on whether it is commercial or industrial, whether or not there is a project proposed, that designation should stand on its own. That is the appropriate use at that location regardless of who might do it, or what their application looks like. The City Council has made historic decisions that didn't include RMH-1 in this area. Mr. Wilkinson's main concern was whether RMH-1 was the appropriate use, regardless of who wants to do it. He believed that a precedent had already been set when the decision was made on RMH-3 under the subdivision process. The City Council and Planning Commission have made those decisions prior to this application. It is a great proposal, and Mr. Wilkinson didn't think staff would need to add anything to the proposal. Then the Planning Commission needs to consider whether RMH-1 is frustrating the intent of the Master Plan.

Commissioner Gratton Miller asked with the transitional zoning if it was currently zoned RMH-1.

Ms. Rambo pointed out that the property is currently classified as RMH-3.

Mr. Bailey said the property is zoned RMH, RMH-3 is not a zoning designation.

Ms. Rambo clarified that RMH-3 is a sub-classification, which is still a zoning classification.

Mr. Wilkinson said there has been subdivision approvals for RMH-3.

Mr. Bailey said on that note, there would have been no reason to allow RMH-3 if the first one was RMH-2. Every project needs to be based on the merits of the project in front of you. You can't condition one project based on something that might happen in the future, it is unfair to the applicant. At that point why do we have a Planning Commission? Just let staff say yes or no to everything.

Mr. Wilkinson said the first decision was for manufactured or mobile homes on permanent foundations, either or.

Mr. Bailey said staff should have said no to RMH-3, since they approved RMH-2 previously.

Mr. Wilkinson didn't know that staff had the authority to require a mobile home to be put on a permanent foundation. He thought the decision for the RMH-3, which Mr. Bailey was the applicant for, was the right decision to clean that up.

Mr. Bailey said the precedent was RMH-2, which was done prior to RMH-3.

Mr. Wilkinson that decision was also whether it was mobile homes or manufactured homes, either or, which was confusing and not done correctly.

Commissioner Ian Montgomery asked if the rest of neighborhoods in the area were RMH-2 and RMH-3.

Mr. Bailey said no. He pointed out Southgate Mobile Home Park as RMH-1.

Ms. Rambo clarified that Southgate is RMH-1, however it was done before the regulations we have now were in place. Primrose and Daisy are RMH-3.

Mr. Wilkinson said the RMH-1 development is in pretty good condition and it has been there a long time.

Mr. Thibault pointed out that the Southgate RMH-1 development is along Lamoille Highway, and works with the zoning of having more dense uses along the highway and lesser intense uses further back. He also pointed out that the previous Tentative Map that was approved on the property in question had around 32 lots. It was considerably less dense than the 44 lots that are currently being proposed. RMH-1 is not listed under the Medium Density uses that are appropriate in the Master Plan.

Mr. Bailey pointed out that the density is still with the medium density 4 to 8 units per acre.

Mr. Thibault said his point was that it was still a more dense use that is accessed through a less dense neighborhood.

Commissioner Beck asked if Mr. Bailey could alter his density to conform and still have a project.

Mr. Bailey said they were already within the medium density designation. If you're talking about reducing it by a few lots it will still be less than the medium density, which is 4 to 8 units per acre. They are at 6, so if they lose a few lots they will be around 5. Mr. Bailey thought staff needed to take a look at whether or not the densities can be reached with the type of developments listed in the Master Plan. He then explained that an RMH-1 could never be considered a high density development with the development standards that are listed for an RMH-1 development in the Code.

Ms. Rambo specified that density was not the issue. Mr. Bailey could propose two units, and staff would still have the same recommendation, because RMH-1 is not listed under Medium Density Residential.

Mr. Bailey mentioned that the Master Plan did, and that he referred to it in his opening statement. That is what the Conditional Use Permit is for, and what the Planning Commission is for. Staff's interpretation is that RMH-1 is not listed as a designated use, but it's not excluded as a place to come to Planning Commission to have them review the merits of an application. To say it is simple, it is not. That is the reason they pay the fees to come and get a Conditional Use Permit. That's why they spend the time to put together a thoughtful development that is in conformance with the Master Plan. This is his land and he wants to develop it. He has tried RMH-3. They have had RMH-2, RMH-3, and RMH-1 all within that block, and staff has gotten stuck on the proposed development being high density when it is not. He hoped the Planning Commission looks at the Master Plan as whole, the affordable housing, and the diversity of housing that is laid out in the Master Plan. People at different cycles of their lives need this type of housing. Retired people like to come into a maintained park. This type of housing is needed in Elko.

Ms. Laughlin said when they are talking about historical aspect of this property, she repeated that the Conditional Use Permit that was approved in 1996 gave it a designation of RMH-2. Ms. Laughlin stated that she did not go through the history to see how the RMH-2 District was written in the Code at that time. The Conditional Use Permit did have a conditions that required all the homes to be on permanent foundations, which would be RMH-3 as it is written in the Code currently.

Mr. Wilkinson clarified that the Conditional Use Permit stated both units, mobile homes and manufactured homes. That decision, based on the current Code, combined the two together, which isn't quite right. Mr. Wilkinson thought Mr. Bailey had given the Planning Commission a lot to think about. Just recently we made the decision that a Manufactured Home Subdivision is what the appropriate use is, and is in conformance with the Master Plan Land Use and Transportation Components. The proposed project is solid. The real issue is whether this is the appropriate designation, zone, for that development. He thought they were basically looking at a

zone change. The Planning Commission and the City Council designated this as an RMH-3 area when they approved the Preliminary Plat. There is a lot of information for the Planning Commission to consider. Mr. Wilkinson said he couldn't think of any additional conditions that might be appropriate if the Planning Commission determines that a mobile home park would be acceptable at this location.

Mr. Bailey expressed that this wasn't a zone change application. The property is already zoned RMH. The uses allowed with the RMH zone include RMH-1. They are considering a Conditional Use Permit Application.

Mr. Wilkinson read Section 3-5-1 of the Elko City Code for the Planning Commission, which states:

*Within selected geographical areas that are designated for mobile homes on the city general plan map, adopted by the city council on January 15, 1974, or zoned RMH on the zoning map, the city council, through conditional use permits, after review by the planning commission, may regulate by districting, the proposed mobile home residential use, manufactured home residential use, and recreational vehicle parks. When such districts are designated, the provisions of this chapter shall prevail over any requirements underlying by virtue of the zoning previously adopted. Within the commercial zoning districts, the appropriate provisions of this chapter shall apply to recreational vehicle (RV) parks approved by the planning commission through conditional use permits. (Ord. 398, 4-24-1990)*

Mr. Wilkinson thought that the City had designated the district that would be here as RMH-3. When the district is designated, which was done with the approvals of the Subdivision, you must comply with the Code. What we are asking the Planning Commission to consider tonight is a designation that would override the prior decision of RMH-3 to RMH-1.

Mr. Bailey disagreed that they were asking for a zone change, because the property is already zoned RMH, which allows any of the designations. The process to designate is a Conditional Use Permit, not a zone change. They have gone through the Conditional Use Permit with the designation requirements that are set out for RMH-1 with their layout.

Commissioner Miller asked Mr. Bailey if the lots were going to be rented.

Mr. Bailey explained that the RMH-1 is a residential use that allows an owner to own the unit and lease the land, and the land owner manages the land.

Greg Martin, 1349 Primrose Lane, said he was a resident of the RMH-3 project that was previously developed in the late 1980's. He wanted to point a few things out. He mentioned that there was no doubt that the product that Bailey provides for the community is top notch. The perception that Mr. Martin wanted to present to the Planning Commission was of the home owners in the area. When they bought in this neighborhood the expectation was that this was already approved for RMH-3, which is manufactured home on a permanent foundation. Mr. Martin expressed that he understood the need for diversity, because he is in the real estate business. If you take a drive through the RMH-1 zoning area there are some district differences that Mr. Martin thought needed to be taken into consideration with the project that is being

presented. That RMH-1 development has multiple opportunities for ingress and egress. The proposed development only has two points of ingress and egress, which are Primrose Lane and Daisy Drive. He asked if there was going to be curb, gutter, and sidewalk in the development. (Yes) It is a higher density that will all be using those two roads for ingress and egress. There are a lot of children in the neighborhood, as well as homes that provide use for people with mental deficiencies. Mr. Martin explained how the RMH-1 development adjacent to Lamoille Highway has degraded overtime, which was a concern of the home owners in the area for the proposed development.

Rachel Randal, 2311 Wildwood Way, said that she had a couple questions outside of the discussion. It was mentioned that there were two trash collection areas. She asked if she were to live in the subdivision if she would have to cart her trash out of her home to one of the trash collection areas.

Mr. Bailey explained that the Code requirements for RMH-1 requires community trash enclosures. The intent with waste management would be to have mobile totes at each unit, but because of the code requirement for community trash and people that don't want to pay for a mobile tote there is a trash enclosure so that refuse isn't an issue within the park. Any one that wanted a mobile tote would be allowed to get one.

Ms. Randal asked if there would be mailboxes. (Yes) She pointed out that Mr. Bailey mentioned senior accommodations a few times, and asked if the park would only be for senior citizens or if it would be open to the general public.

Mr. Bailey clarified that the park would be open to the general public.

Ms. Randal agreed with Mr. Martin that there were openings in the Southgate Mobile Home Park. She also agreed with Mr. Wilkinson that the use of the land would make most sense matching the RMH-3 that Primrose Land and Daisy Drive already have. She thought it made sense to not have a trailer park in this location of the City. She thought Mr. Bailey brought up good questions about the RMH status and the divisions underneath. She thought there was room for improvement in the Code.

Commissioner Montgomery stated that his biggest concern was the transportation issue. He mentioned that Pinion Road gets backed up with people going to the land fill, so the people in the proposed subdivision will not have any other way to get out other than Pinion Road.

Commissioner Miller disagreed. He said by doing the math it would fit under the medium density residential. He thought this was a difficult situation. He asked Mr. Bailey if he had brought an RMH-3 proposal to the City for this particular property.

Mr. Bailey said no, because they don't have an end user for it.

Mr. Wilkinson pointed out that the City approved a Preliminary Plat as RMH-3 for this particular area.

Ms. Laughlin clarified that a Preliminary Plat was approved, but not a Final Map. The Preliminary Plat expires in four years if a final map is not submitted.

Commissioner Miller said he wouldn't see an issue if the units were on foundations.

**\*\*\* Motion: Deny Conditional Use Permit No 5-19 based on the facts and findings listed in the City of Elko Staff Report dated June 18, 2019, listed as follows:**

**Development Department recommends DENIAL of CUP 4-19 based on the following facts:**

- 1. Proposed designation of RMH1 does not conform to the Master Plan.**
  - a. Per Land Use page 17, RMH1 is considered a high-density residential use. The site is designated as Medium-Density Residential. The Master Plan does not distinguish based on number of units so whether there are 2 units or 150 units, it is considered high-density.**
  - b. Land Use page 24 states that high-density residential uses should be located on major arterials or collectors. Access to this site is via residential local streets. Other mobile home parks in town (Panorama and Bullion) all have direct access to collector streets and would comply with this section of the Master Plan.**
  - c. Transportation page 26 discusses the need to protect and enhance existing neighborhoods by reducing regional traffic on residential local streets. This project, by its commercial nature, would most likely increase traffic beyond what would occur if the property were developed at an RMH3 level.**
  - d. Transportation page 26 also mentions that residential local streets are designed to be pedestrian friendly. The movement of mobile homes down these streets would pose a danger to the health, safety, and welfare of the existing residents and potentially interfere with their right to enjoy their property.**
- 2. The property was designated as RMH3 with the approval of a previous Planning Commission and Council action. RMH3 is considered a sub-classification of zoning and should be thought of the same way as any other Tentative Map with a Zone Change. The expiration of a Map does not revert the zoning back to the previous category.**

**Engineering Department recommends DENIAL of CUP 4-19 based on the following facts:**

- 1. Recommend the previously approved district of RMH-3 is maintained.**

**Public Works Department recommends DENIAL of CUP 4-19 based on the following facts:**

- 1. Concerns running traffic through residential neighborhoods to a mobile home park.**

**Commission Montgomery's findings to support the recommendation were that the proposed development is not in conformance with the Land Use Component of the Master Plan. The Transportation Component of the Master Plan states that concentration of high density residential development should be provided along minor arterial route. The proposed development is not in conformance with the existing transportation infrastructure and the Transportation Component of the Master Plan. The proposed development is in conformance with the City Wellhead Protection Program. The proposed use is not consistent with surrounding land uses as a transitional use between low density in the County and medium density in the City. The proposed use is in conformance with City**

**Code 3-5 Residential Mobile Home with the approval of the Conditional Use Permit. The proposed development is in conformance with 3-2-3, 3-2-4, 3-2-17, 3-8 and 3-2-18 of the Elko City Code. The prior approval of CUP 4-96 designated the parcel as RMH-2, mobile home subdivision. The proposed parcel had prior approval of Tentative Map 3-14 for Cedar Estates Subdivision for an RMH-3 manufactured home subdivision.**

**Moved by Ian Montgomery, Seconded by John Anderson.**

*\*Motion passed (4 - 2).*

*Yes: Evi Buell, Gratton Miller, Ian Montgomery, John Anderson.*

*No: Stefan Beck, Tera Hooiman.*

## **II. NEW BUSINESS**

### **A. PUBLIC HEARING**

1. Review, consideration and possible recommendation to City Council for Rezone No. 3-19, filed by John and See Lambert as Trustees of the Lambert Family Trust, for a change in zoning from R (Single-Family and Multi-Family Residential) to RO (Residential Office) Zoning District, approximately 0.14 acres of property, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is generally located on the north corner of the intersection of 6<sup>th</sup> Street and Pine Street. (603 Pine Street - APN 001-231-009)

John Lambert explained that the property is located at 603 Pine Street. In 1991 this property, a beautiful old Victorian home, was developed by Eric Easterly as a professional office. The Conditional Use Permit that was given to it at the time was for two attorneys and staff. That is a very restrictive Conditional Use Permit. Mr. Lambert said he had been leasing out the building for some time, but that was not going to continue. There is no market for two attorneys to buy a piece of property, which was the problem Mr. Lambert came to City Staff with. After some assistance from staff and Robert Morley, Mr. Lambert has made applications for a Variance, Rezone, and Conditional Use Permit. As he understood, there would be no new demands on the property.

Alex Holton, 590 6<sup>th</sup> Street, said he was here for his neighbors, Everett and Loretta Hopkins. Their residence abuts the subject property. They sent in a letter for the Planning Commission. Mr. Holton said that they had no problem with the rezoning, they just have problems with the parking. They were wondering if there could be a sign posted as a stipulation. Their driveway does look like parking for the office, because there is no setback.

Robert Finely, 555 Pine Street, wanted to direct his comments after he heard what staff had to say.

Ms. Laughlin went over City of Elko Staff Report dated July 15, 2019. Staff recommended approval with the conditions and findings in the staff report.

Mr. Thibault recommended approval, pending approval of the variance.

Mr. Holmes recommended approval.

Mr. Wilkinson recommended approval as presented by staff. The Planning Commission has heard one issue with regard to the adjacent parking area. It might be acceptable to put up a private sign that says "No Parking", which would be maintained by the property owner, and maybe an additional sign that says "Parking in Rear."

Ms. Laughlin mentioned that in City Code it is a violation to block a drive way. The street is a public right-of-way, so the public can park anywhere on the street, they just can't block the neighbor's driveway. If the issue has been people pulling into, or blocking, the driveway then that should be addressed.

Commissioner Tera Hooiman said there was private parking in the back and parking along 6<sup>th</sup> Street and also parking along Pine Street. She asked how many parking spaces in total that was.

Ms. Laughlin explained that the parking that is required for the building is required to be onsite, not on the street. They are required four off-street parking spaces for the property, with one of those being handicap, which would require an access isle. The width of five parking spaces is required and what is being provided on the property.

Commissioner Hooiman asked where Ms. Hopkins' home was located in relation to this property.

Ms. Laughlin said it was the one right next door with the red roof.

Mr. Lambert said with regards to the parking issue with the neighbor. He spoke with Loretta in May and she brought up one instance where someone was blocking their driveway. Mr. Lambert said he would be happy to do anything Ms. Hopkins asks.

Robert Finley asked with the rezoning if the business had to stay the same, or if it could be torn down and multi-story office building be built there.

Ms. Laughlin explained that under the Residential Office zoning district the principal permitted use is residential. The Conditional Uses Permitted are small scale offices. If the property were torn down it would need to meet the requirements of the Residential Office zoning district. There are zoning requirements for height restrictions, setback restrictions, and other restrictions; those would all have to be met with any new development.

Mr. Finley said his primary concern was that this is a pristine historic part of Elko and he would hate to see a multi-story office building go up.

Ms. Laughlin pointed out that the parking wouldn't be able to be provided that is required by Code, unless the entire block was turned into parking.

Mr. Wilkinson said traditionally the Conditional Use Permit runs with the land. This CUP is for this building, not another building. If it's approved, this building with a professional office use inside the existing building is what is envisioned going forward. If they want to change that they

would be required to get a new CUP, in addition to meeting all the code requirements, which would be very difficult because of the size of the property.

Commissioner Montgomery thought they could require a sign by the Hopkins' driveway that says "Residential Parking Only."

Mr. Wilkinson said if that is a condition it will need to be specific, or allow the City Planner to determine what would be appropriate to satisfy that condition.

Mr. Thibault suggested that any conditions regarding the sign might be more appropriate associated with the Conditional Use Permit, rather than the Rezone that is being discussed.

Ms. Laughlin further explained the reasoning and agreed with Mr. Thibault.

**\*\*\* Motion: Forward a recommendation to City Council to adopt a resolution, which approves Rezone No. 3-19, subject to the conditions listed in the City of Elko Staff Report dated July 15, 2019, listed as follows:**

- 1. All conditions for the rezone are satisfied prior to the Mayor signing the resolution to rezone the property.**
- 2. A variance be granted for the interior side yard setback for the principal structure.**

**Commissioner Beck's findings to support the recommendation were that the proposed zone district is in conformance with the Land Use Component of the Master Plan. Residential Office is a corresponding district of Residential Medium Density. The proposed zone district meets Objectives 2 and 4 of the Land Use Component of the Master Plan. The proposed rezone is consistent with the Transportation Component of the Master Plan. The proposed zone district, intensity of use and limitations of intensity of use will not create any significant cumulative issues on the existing transportation system. The proposed zone district and continued commercial land use of the property conforms to the Redevelopment Plan. The proposed rezone is consistent with City of Elko Wellhead Protection Plan. The proposed use of the property and allowed uses under the proposed district do not present a hazard to City Wells. The property does not conform to Section 3-2-4 of City Code. As a result of the above referenced non-conformance issues, the applicant has applied for variance on the interior side yard setback under Variance application 3-19. Approval of the variance application is required as a condition of the zone application. The proposed rezone is not in conformance with Section 3-2-5(R) Residential Office, a variance for interior side setback will be required prior to approval of the application. The property as developed is in conformance with City Code 3-2-17 for the principal permitted use as a single family residence. If the property is issued a conditional use permit to be developed as an office use, it will be required to provide off-street parking to be located at the rear of the property and accessed from the alley way. The applicant will be required to provide ADA compliant parking as part of the off-street parking requirement. The parcel is not located within a designated Special Flood Hazard Area. Development under the proposed rezone will not adversely impact natural systems, or public/federal lands such as waterways, wetlands, drainages, floodplains etc. or pose a danger to human health and safety. The proposed rezone is consistent with surrounding land uses.**

Moved by Stefan Beck, Seconded by Gratton Miller.

*\*Motion passed unanimously. (6-0)*

2. Review, consideration, and possible action on Variance No. 3-19, filed by John and See Lambert as Trustees of the Lambert Family Trust, for a reduction of the required interior side yard setback from 10' to 0' for a professional office in an RO (Residential Office) Zoning District, in conjunction with a Zone Change Application, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the north corner of the intersection of 6<sup>th</sup> Street and Pine Street. (603 Pine Street - APN 001-231-009)

Ms. Laughlin went through City of Elko Staff Report dated July 17, 2019. Staff recommended conditional approval with the conditions and findings listed in the staff report.

Ms. Rambo had no comments or concerns

Mr. Thibault, Mr. Holmes, and Mr. Wilkinson recommended approval as presented by staff.

**\*\*\*Motion: Conditionally approve Variance No. 3-19 subject to the conditions in the City of Elko Staff Report dated July 17, 2019, listed as follows:**

1. **Approval of rezone application 3-19.**
2. **No additional structures to be built between the existing building and the interior side property line.**

Commissioner Montgomery's findings to support the motion were that the variance approval is in conformance with the Land Use Component of the Master Plan. The property is located within the Redevelopment Area and the proposed variance and continuation of the existing established business conforms to the Redevelopment Plan. Approval of Variance 3-19, in conjunction with approval of Rezone 3-19, will bring the property into conformance with Section 3-2-5 of City Code. The special circumstance is directly related to the property being improperly zoned for the developed use of the property. The exceptional practical difficulty is directly related to the fact the property is improperly zoned for the existing use of the property, restricting the applicants ability to improve upon and/or transfer the property. The special circumstance does not generally apply to other properties, which are within a properly zoned residential district with residential land uses. The granting of the variance will not result in material damage or prejudice to other properties in the vicinity. The applicant is seeking the variance to address a fully developed property with the use of the property as a small scale commercial use. The granting of the variance is directly related to an improperly zoned property and will not impair the intent or purpose of the zoning and will not change the use of the land or zoning classification. The property is fully developed and the granting of the variance will not impair natural resources.

Moved by Ian Montgomery, Seconded by Stefan Beck.

***\*Motion passed unanimously. (6-0)***

3. Review, consideration, and possible action of Conditional Use Permit No. 6-19, filed by John and See Lambert as Trustees of the Lambert Family Trust, which would allow for a professional office within an RO (Residential Office) Zoning District, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the north corner of the intersection of 6<sup>th</sup> Street and Pine Street. (603 Pine Street - APN 001-231-009)

Ms. Laughlin went over City of Elko Staff Report dated July 17, 2019. Staff recommended conditional approval with the findings and conditions listed in the staff report.

Mr. Thibault recommended approval as presented.

Mr. Holmes and Mr. Wilkinson recommended approval.

**\*\*\* Motion: Conditionally approve Conditional Use Permit No. 6-19 subject to the conditions in the City of Elko Staff Report dated July 17, 2019, and an additional condition from the Planning Commission, listed as follows:**

1. **CUP 6-19 shall automatically lapse and be of no effect one (1) year from the date of its issue unless the permit holder is actively engaged in developing the specific property to the use for which the permit was issued.**
2. **The CUP 6-19 to be recorded with the Elko County Recorder within 90 days after**
3. **The permit is granted to the applicant John and See Lambert as Trustees of the Lambert Family Trust for the use of a professional office.**
4. **The permit shall be personal to the permittee and applicable only to the specific use and to the specific property for which it is issued. However, the Planning Commission may approve the transfer of the conditional use permit to another owner. Upon issuance of an occupancy permit for the conditional use, signifying that all zoning and site development requirements imposed in connection with the permit have been satisfied, the conditional use permit shall thereafter be transferable and shall run with the land, whereupon the maintenance or special conditions imposed by the permit, as well as compliance with other provisions of the zoning district, shall be the responsibility of the property owner.**
5. **Conditional approval of Variance 3-19 and all conditions be met.**
6. **Conditional approval of Rezone 3-19 and all conditions be met.**
7. **Sign to be placed on the property to help with parking, as determined by the City Planner.**

**Commissioner Montgomery's findings to support the motion were that the proposed conditional use under the conditionally approved Residential Office district is consistent with the Land Use Component of the Master Plan. The proposed conditional use permit is consistent with existing land uses in the immediate vicinity. The proposed conditional use**

permit meets Objectives 2 and 4 of the Land Use Component of the Master Plan. The proposed Conditional use is consistent with the Transportation Component of the Master Plan. The proposed use, intensity of use, and limitation of intensity of use will not create any significant cumulative issues on the existing transportation system. The proposed conditional use permit and continuation of the existing business conforms to the Redevelopment Plan. The proposed conditional use is consistent with City of Elko Wellhead Protection Plan. The proposed use of the property and allowed uses under the RO-Residential Office zoning district do not present hazards to City Wells. The proposed use of the property requires a conditional use permit to conform to Section 3-2-3 of City Code. The proposed use, based on approval of Variance 3-19, conforms to Section 3-2-4 of City Code. The proposed conditional use is in conformance with Section 3-2-5(F)(3), off-street parking to be located at the rear of the property and ingress/egress from the alley way to support the proposed conditional use. The parcel is not located within a designated Special Flood Hazard Area. Development under the proposed conditional use will not adversely impact natural systems, or public/federal lands such as waterways, wetlands, drainages, floodplains, etc. or pose a danger to human health and safety. The proposed conditional use is consistent with surrounding land uses.

Moved by Ian Montgomery, Seconded by Stefan Beck.

*\*Motion passed unanimously. (6-0)*

4. Review, consideration, and possible action of Conditional Use Permit No. 7-19, filed by Petersen Holdings LLC, which would allow for the development of a facility that provides maintenance and repairs to automobiles within a C (General Commercial) Zoning District, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the south corner of the intersection of 12<sup>th</sup> Street and Railroad Street. (285 12<sup>th</sup> Street & 1120 Railroad Street - APN 001-363-003 & 001-363-006)

Ms. Laughlin explained that there was an email request from the applicant asking for the item to be tabled until next meeting.

**\*\*\*Motion: Table Conditional Use Permit No. 7-19.**

Moved by Gratton Miller, Seconded by Stefan Beck.

*\*Motion passed unanimously. (6-0)*

5. Review, consideration, and possible action on an amendment to Conditional Use Permit No. 4-19, filed by Elko County School District, which would allow for the expansion of the current Elko High School campus with the addition of a new building, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally north of the intersection of 11<sup>th</sup> Street and College Avenue. (1297 College Avenue - APN 001-191-001 & 001-191-004).

Jojo Lostra, 591 13<sup>th</sup> Street, wanted to see what was going to be built.

Ms. Laughlin explained that a few months ago this Conditional Use Permit, as well as a Variance application, was on the agenda. They were asking for the building to be set closer to College Avenue, therefore requiring a Variance. After the architect had done some further research, as well as the engineer, it has been determined that there would be some drainage issues. They feel that the building would be better if sets back off of College Avenue further, therefore it would no longer require a Variance. They are proposing a parking area where they were planning to put the new building before. Ms. Laughlin then went over the City of Elko Staff Report dated July 20, 2019. Staff recommended approval with the conditions and findings listed in the staff report.

Ms. Rambo recommended approval.

Mr. Thibault recommended approval as presented

Mr. Holmes and Mr. Wilkinson also recommended approval.

**\*\*\*Motion: Conditionally approve the revisions to Conditional Use Permit No. 4-19 subject to the conditions in the City of Elko Staff Report dated July 20, 2019, listed as follows:**

- 1. The permit is granted to the applicant Elko County School District.**
- 2. The permit shall be personal to the permittee and applicable only to the specific use and to the specific property for which it is issued. However, the Planning Commission may approve the transfer of the conditional use permit to another owner. Upon issuance of an occupancy permit for the conditional use, signifying that all zoning and site development requirements imposed in connection with the permit have been satisfied, the conditional use permit shall thereafter be transferable and shall run with the land, whereupon the maintenance or special conditions imposed by the permit, as well as compliance with other provisions of the zoning district, shall be the responsibility of the property owner.**
- 3. Slope stabilization will be required on all slope areas.**
- 4. A Parcel Map for the consolidation of the two parcels be approved and recorded prior to issuing a building permit for the new building.**
- 5. CUP 4-19 to be recorded with the Elko County Recorder within 90 days after the commencement of the construction of the new building.**

**Commissioner Montgomery's findings to support the motion were that the proposed development is in conformance with the Land Use Component of the Master Plan. The proposed conditional use permit meets Objectives 3 & 8 of the Land Use Component of the Master Plan. The proposed development is in conformance with the existing transportation infrastructure and the Transportation Component of the Master Plan. The proposed development conforms with the goals and objectives of the Redevelopment Plan. The site is suitable for the proposed use. The proposed development is in conformance with the City Wellhead Protection Program. The proposed use is consistent with surrounding land uses. The proposed use is in conformance with City Code 3-2-8 PQP, Public-Quasi, Public with**

the approval of the Conditional Use Permit. Development under the proposed conditional use will not adversely impact natural systems, or public/federal lands such as waterways, wetlands, drainages, floodplains, etc. or pose a danger to human health and safety. The parcel is not located within a designated Special Flood Hazard Area. The proposed development is in conformance with 3-2-3, 3-2-4, 3-2-17, 3-2-18, and 3-8 of the Elko City Code.

Moved by Ian Montgomery, Seconded by Gratton Miller.

*\*Motion passed unanimously. (6-0)*

### III. REPORTS

#### A. Summary of City Council Actions.

*Ms. Laughlin reported that City Council approved the Cambridge Estates Rezone and the Tentative Map.*

*Ms. Rambo reported that City Council also approved the Copper Trails Final Map and the Performance Agreement, and the public improvements for Autumn Colors were conditionally accepted.*

#### B. Summary of Redevelopment Agency Actions.

*Ms. Laughlin reported that there would be a Redevelopment Agency Meeting on August 13<sup>th</sup> at 3 o'clock. They would have a full agenda with another application for the Storefront Program, a request for a public private partnership, they will also be reappointing the RAC members, reviewing the budget, and reviewing a request for a donation towards the Art Spot Mural Expo.*

#### C. Professional articles, publications, etc.

##### 1. Zoning Bulletin

#### D. Miscellaneous Elko County

#### E. Training

*Ms. Rambo announced that the Nevada Section of the American Planning Conference is coming up in October.*

### COMMENTS BY THE GENERAL PUBLIC

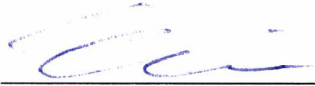
*There were no public comments made at this time.*

**NOTE:** The Chairman or Vice Chairman reserves the right to change the order of the agenda and if the agenda is not completed, to recess the meeting and continue on another specified date and time. Additionally, the Planning Commission reserves the right to

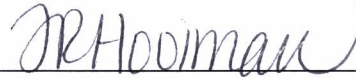
combine two or more agenda items, and/or remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned.



Evi Buell, Vice-Chairman



Tera Hooiman, Secretary

**STAFF COMMENT FLOW SHEET**  
**PLANNING COMMISSION AGENDA DATE: 8/16**

\*\*Do not use pencil or red pen, they do not reproduce\*\*

Title: Conditional Use Permit 5-19  
Applicant(s): Bailey + Associates, LLC  
Site Location: N terminus of Primrose Ln. + Daisy Dr.  
Current Zoning: Rm H Date Received: 5/28 7/16 Date Public Notice: 7/23  
COMMENT: This is to designate APN 001-926-111 as an RMH-1  
district for occupancy of mobile homes on rented or leased sites in mobile  
home parks.

\*\*If additional space is needed please provide a separate memorandum\*\*

Assistant City Manager: Date: 7/31/19  
Recommend denial of the application for CUP  
5-19 as presented by staff

SAW

Initial

City Manager: Date: 8/5/19  
RMH-1 District in this area is not compliant w/Master Plan.  
Recommend denial.

W

Initial

RECEIVED

AUG 05 2019

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To whom it may concern as well as the City of Elko Planning Commission,

I attended the previous meeting regarding APN 001-926-111 conditional use permit No. 5-19 in regards to Bailey and associates building a mobile home park at the end of Primrose Lane and connecting into Daisy Dr. This meeting was canceled due to lack of planning from Bailey and associates; this was an issue for me as I had to take time off of work to attend this meeting. I would like this permit stated above to be denied, the following are my reasons for denying said permit.

1. A park is proposed to be built behind my home, I do not want the traffic, noise, and possibility of drugs and alcohol coming through, with the addition of Daisy Dr. traffic has already increased both by added vehicles speeding through and unwanted foot traffic. I had to fence in my entire yard to keep people from walking through to access the new housing division. This is unnerving as a parent to let my children play outside not knowing who is in the neighborhood or that a car could come speeding down the road while they are riding their bicycles.
2. I lived with my parents at 1358 Primrose lane for 15 plus years. In this time growing up we never had to worry about going outside or down the street to check the mailbox. Cedar Estates has always been a good safe neighborhood well-kept and clean. Hence why I purchased my home in this neighborhood.
3. With the addition of a Mobile home park what is that going to do for my home's value I honestly don't see it helping out the value of my home or that of my neighbors.

To sum up my reasoning for denying the trailer park to be built, I bought my home to have a safe clean neighborhood to raise a family and so far Cedar Estates is providing that for me. I don't want my kids to witness the things I've seen both growing up in Southgate trailer park and living above it. I know that my statements above have no real concrete reasoning for not building a trailer park but my reasoning is personal and sincere. Please if the plans were to continue with manufactured homes and finish the Daisy Dr. around to connect to Primrose be my guest, but please do not build a trailer park behind my home, let Southgate Trailer park be the prime example of the future of what Baileys is trying to build.

Dakota and Alexis Hyde

2202 Larkspur Street

**STAFF COMMENT FLOW SHEET**  
**PLANNING COMMISSION AGENDA DATE: 8/6**

\*\*Do not use pencil or red pen, they do not reproduce\*\*

Title: Rezone 3-19

Applicant(s): John + See Lambert as Trustees of the Lambert Family Trust

Site Location: 603 Pine Street - APN 001-231-009

Current Zoning: R Date Received: 7/10/19 Date Public Notice: 7/23

COMMENT: This is to change the zoning at 603 Pine Street from R to R0, to allow for a professional office, in conjunction with a Variance and Conditional Use Permit Application.

\*\*If additional space is needed please provide a separate memorandum\*\*

Assistant City Manager: Date: 7/31/19

Recommend approval as presented by staff

SAW

Initial

City Manager: Date: 8/5/19

No comments/concerns.

cy

Initial

**STAFF COMMENT FLOW SHEET**  
**PLANNING COMMISSION AGENDA DATE: 8/6**

\*\*Do not use pencil or red pen, they do not reproduce\*\*

Title: Variance No. 3-19

Applicant(s): John + See Lambert as Trustees of The Lambert Family Trust

Site Location: 603 Pine Street - APN 001 - 231 - 009

Current Zoning: R Date Received: 7/10 Date Public Notice: 7/23

COMMENT: This is to reduce the required interior side yard  
set back from 10' to 0', in conjunction with a Zone Change  
Application.

\*\*If additional space is needed please provide a separate memorandum\*\*

Assistant City Manager: Date: 7/31/19

Recommend approval as presented by staff

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SAU  
Initial

City Manager: Date: 8/5/19

No comments/concerns.

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CS  
Initial

**STAFF COMMENT FLOW SHEET**  
**PLANNING COMMISSION AGENDA DATE:** 8/6

\*\*Do not use pencil or red pen, they do not reproduce\*\*

Title: Conditional Use Permit NO. 16-19  
Applicant(s): John + See Lambert as Trustees of The Lambert Family Trust  
Site Location: 1603 Pine Street - APN 001-231-009  
Current Zoning: R Date Received: 7/10/19 Date Public Notice: 7/23/19  
COMMENT: This is to allow for a professional office within  
an R0 zoning district.

\*\*If additional space is needed please provide a separate memorandum\*\*

Assistant City Manager: Date: 7/31/19  
Recommend approval as presented by staff

SAW

Initial

City Manager: Date: 8/5/19

No comments/concerns.

CC

Initial

RECEIVED

AUG 01 2019

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City of Elko Planning Department

1751 College Avenue

Elko, NV 89801

In reply to your public hearing on August 6, at 5:30 PM the consideration of rezoning the corner 6<sup>th</sup> and Pine, We have no problem as long as it is an office.

As for the set back of property line requirement, again no problem at 0' as it has been this way for years. Best of our knowledge these property lines were grandfathered in years ago.

One request, something has to be done about parking. Their clientele over the years, have flipped us off, cussed, and threaten us when we mention they have parked across our driveway and sometime in our yard. Maybe a sign could be posted.

Everett and Loretta Hopkins

615 Pine St

Elko, NV 89801

775-738-5256

**STAFF COMMENT FLOW SHEET**  
**PLANNING COMMISSION AGENDA DATE: 8/6**

\*\*Do not use pencil or red pen, they do not reproduce\*\*

Title: Conditional Use Permit No. 7-19

Applicant(s): Petersen Holdings, LLC

Site Location: 285 12<sup>th</sup> St + 1120 Railroad St - APNs 001-363-003 + 006

Current Zoning: C Date Received: 7/16/19 Date Public Notice: 7/23/19

COMMENT: This is to allow for the development of a facility that provides maintenance and repairs to automobiles within a C zoning district.

\*\*If additional space is needed please provide a separate memorandum\*\*

Assistant City Manager: Date: 7/31/19

Recommended denial or tabeling of CUP application as presented by staff

SAW

Initial

City Manager: Date: 8/5/19

Application should address design concerns, due to location within RDA. Assuming those concerns are resolved, project appears suitable for location.

CC

Initial

## Shelby Archuleta

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**From:** Cathy Laughlin  
**Sent:** Thursday, August 1, 2019 7:53 AM  
**To:** Shelby Archuleta; Scott A. Wilkinson; Dennis Strickland  
**Subject:** FW: Big O Cup

Please see the attached request to table CUP for Petersen.

Cathy Laughlin  
City Planner

(775)777-7160 ph  
(775)777-7219 fax  
claughlin@elkocitynv.gov

City of Elko  
1751 College Avenue  
Elko, NV 89801

-----Original Message-----

From: Lana Carter <lanalcarter@live.com>  
Sent: Wednesday, July 31, 2019 9:52 PM  
To: Cathy Laughlin <claughlin@elkocitynv.gov>  
Cc: Mike Sheppard <mike@michaelclay.com>  
Subject: Big O Cup

Hi Cathy,

Mike has been working with Chuck on adding architectural detail to the building for the last couple of weeks. Mike will have an new elevation view showing a more attractive building but will not have it done this week as they are still working on this plan. Additionally we will revisit the 12th street approach and consider the pork chop instead of the median curb. With all of this in mind we would like to table the CUP until next month. What is the lasted date we can have this revised information to you without causing staff to be rushed with review?

Thanks for you help on this.

Sent from my iPad

**STAFF COMMENT FLOW SHEET**  
**PLANNING COMMISSION AGENDA DATE:** 8/6

\*\*Do not use pencil or red pen, they do not reproduce\*\*

Title: Conditional Use Permit No. 4-19 Amendment

Applicant(s): Elko County School District - Elko High School

Site Location: 1297 College Ave. - APNs 001-191-001 & 004

Current Zoning: PDP Date Received: 5/13/19 Date Public Notice: 7/23

COMMENT: This is to allow for the expansion of the current Elko High School campus with the addition of a new building.

\*\*If additional space is needed please provide a separate memorandum\*\*

Assistant City Manager: Date: 7/31/19

Recommend approval as presented by Staff

SAW

Initial

City Manager: Date: 8/5/19

No comments/concerns.

CC

Initial