

CITY OF ELKO
PLANNING COMMISSION
REGULAR MEETING MINUTES
5:30 P.M., P.D.S.T., TUESDAY, OCTOBER 2, 2018
ELKO CITY HALL, COUNCIL CHAMBERS,
1751 COLLEGE AVENUE, ELKO, NEVADA

CALL TO ORDER

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

ROLL CALL

Present: **Evi Buell**
 Ian Montgomery
 Jeff Dalling
 Stefan Beck

Excused: **David Freistroffer**
 John Anderson
 Tera Hooiman

City Staff Present: **Scott Wilkinson, Assistant City Manager**
 Cathy Laughlin, City Planner
 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

September 6, 2018 – Special Meeting **FOR POSSIBLE ACTION**

*****Motion: Table approving the minutes from September 6, 2018.**

Moved by Evi Buell, Seconded by Stefan Beck.

**Motion passed unanimously. (4-0)*

I. NEW BUSINESS

A. MISCELLANEOUS ITEMS, PETITIONS, AND COMMUNICATIONS

1. Review and consideration of Site Plan Review No. 1-18, filed by The State of Nevada for approval of the location of an accessory building in the PQP (Public, Quasi-Public) Zoning District. **FOR POSSIBLE ACTION**

The subject property is located generally on the northwest side of Idaho Street, approximately 450' northeast of Convention Drive. (1951 Idaho Street – APN 001-560-002)

Ross Baker, 1260 S. Stewart Street, Carson City, announced that he was there to answer any questions the Commission might have.

Cathy Laughlin, City Planner, went over the City of Elko Staff Report dated September 24, 2018. She recommended approval with the conditions listed in the Staff Report.

John Holmes, Fire Marshal, stated that there would need to be a separate submittal for the fire suppression system that must be submitted to the City of Elko Fire Department. He asked how big the proposed building was going to be.

Mr. Baker explained that it would be several thousand square feet and it would be sprinklered, because of IFC requirements. They plan to develop to the 2012 IFC.

Mr. Holmes explained that the submittal would need to be submitted to the Fire Department.

Mr. Baker said they might have to do some coordination on that. They generally submit to the State Fire Marshal, and then theoretically he would give it to the City Fire Department.

Scott Wilkinson, Assistant City Manager, recommended approval as presented by staff.

Commissioner Stefan Beck asked what the building was going to be used for.

Ms. Laughlin explained that it would be a paint booth.

Mr. Baker said it would be a paint booth for vehicles and equipment.

*****Motion: Conditionally approve Site Plan Review No. 1-18, subject to the conditions in the City of Elko Staff Report dated September 24, 2018, listed as follows:**

Fire Department:

1. A separate submittal for the fire suppression system must be submitted to the City of Elko Fire Department.

Utility Department:

1. Please confirm that there is no water or sewer services for the building or provide a plumbing plan if there are services to the building.

Commissioner Buell's findings to support her recommendation are the proposed development is in conformance with 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 site is suitable for the proposed use. The proposed expansion of the development is required to conform 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 accessory structure. The proposed development is in conformance with 3-2-3, 3-2-17, and 3-8 of the Elko City Code.

Moved by Evi Buell, Seconded by Stefan Beck.

**Motion passed unanimously. (4-0)*

II. REPORTS

A. Summary of City Council Actions.

Ms. Laughlin reported that she had not taken the Great Basin Estates Phase 3 Final Plat to City Council yet, as staff is waiting on some additional information to be provided from the developer.

B. Summary of Redevelopment Agency Actions.

Ms. Laughlin reported that there would be a RAC meeting on Oct. 25th. At this time there is not an agenda set for that meeting. Ms. Laughlin is waiting on some information on the Final Acceptance of the Centennial Park Expansion to have an RDA meeting.

C. Professional articles, publications, etc.

1. Zoning Bulletin

D. Preliminary agendas for Planning Commission meetings.

Ms. Laughlin reported that the latest addition of the revisions to the Subdivision Code were available online. The meeting will be Thursday, October 4th from 12:00 p.m. to 2:00 p.m. It is a public meeting and it will be in Council Chambers. We will make sure the information gets out after the Committee meeting, and if they are required to have a second Committee meeting it will be on October 17th. Then hopefully it will come back to the Planning Commission in November. There are also a few other Code revisions that will be on the November meeting.

E. Elko County Agendas and Minutes.

F. Planning Commission evaluation. General discussion pertaining to motions, findings, and other items related to meeting procedures.

Ms. Laughlin announced that she and Ms. Archuleta would be out of the office next week on Monday, Tuesday, and Wednesday to attend the Nevada Chapter for American Planning Association Conference. We will hopefully bring back some good information.

Vice-Chairman Jeff Dalling said last time he talked to Mr. Calder, he mentioned that he would give the Planning Commission money to do training for the Commissioners.

Ms. Laughlin explained that there was no budget in this year's budget. We were looking for some specific Planning Commissioner type training, and there weren't any that were being presented at this conference. We are still trying to look for some training for the Commissioners. Mr. Calder is bringing in a couple people from the POOL/PACT after the City Council starts a new City Council in January. They will be conducting some training in Elko for Commissions, Council, and all sorts of things.

G. Staff.

COMMENTS BY THE GENERAL PUBLIC

There were no public comments made at this time.

ADJOURNMENT

There being no further business, the meeting was adjourned.



Jeff Dalling, Vice-Chairman



Tera Hooiman, Secretary