

CITY OF ELKO
PLANNING COMMISSION
REGULAR MEETING MINUTES
5:30 P.M., P.S.T., TUESDAY, DECEMBER 3, 2019
ELKO CITY HALL, COUNCIL CHAMBERS,
1751 COLLEGE AVENUE, ELKO, NEVADA

CALL TO ORDER

Jeff Dalling, 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
 Jeff Dalling
 Stefan Beck
 Tera Hooiman

Excused: John Anderson.

City Staff Present: Scott Wilkinson, Assistant City Manager
 Cathy Laughlin, City Planner
 Michele Rambo, Development Manager
 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

November 5, 2019 – Regular Meeting **FOR POSSIBLE ACTION**

*****Motion: Approve the November 5, 2019 minutes as presented.**

Moved by Evi Buell, Seconded by Tera Hooiman.

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

I. NEW BUSINESS

A. MISCELLANEOUS ITEMS, PETITIONS, AND COMMUNICATIONS

1. Review, consideration, and possible recommendation to City Council for Vacation No. 12-19, filed by the Ellison Properties, for the vacation of a portion of the Front Street right-of-way, consisting of an area approximately 1,926 sq. ft., and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally south of S. 5th Street and east of the terminus of Front Street. (404 S 5th Street- APN 001-422-002)

Cathy Laughlin, City Planner, explained that the Commission heard this item last month. The Display Map and Legal Description from last month included the area to the back of the sidewalk. The Commission made a condition to make sure that no NDOT right-of-way was being included in the vacation. Staff felt it was a significant enough change in the square footage to have the item heard again. The new display map and legal description was included in the packet. Ms. Laughlin then went over the City of Elko Staff report dated October 24, 2019. Staff recommended conditional approval with the conditions and findings listed in the Staff report.

Michele Rambo, Development Manager had no comments or concerns.

John Holmes, Fire Marshal, had no comments or concerns.

Scott Wilkinson, Assistant City Manager, had no comments or concerns.

*****Motion: Forward a recommendation to City Council to adopt a resolution, which conditionally approves Vacation No. 12-19 subject to the conditions listed in the City of Elko Staff Report dated October 24, 2019, listed as follows:**

1. **The applicant is responsible for all costs associated with the recordation of the vacation.**
2. **Written response from all non-City utilities is on file with the City of Elko with regard to the vacation in accordance with NRS 278.480(6) before the order is recorded.**
3. **A water line easement for the existing water line that bisects the area proposed for vacation must be approved by the City and recorded.**
4. **Existing sidewalk connecting Front Street and South 5th Street must be demolished and reconstructed in accordance with plans submitted and approved by the City.**

Commissioner Buell's findings to support the recommendation were the proposed vacation is not in strict conformance with the City of Elko Master Plan Land Use Component. The proposed vacation is in conformance with the City of Elko Master Plan Transportation Component. The property proposed for vacation is not located within the Redevelopment Area. The proposed vacation is in conformance with NRS 287.479 to 278.480, inclusive. The proposed vacation, with the recommended conditions, is in conformance with Elko City Code 8-7. The proposed vacation will not material injure the public and is in the best interest of the City.

Moved by Evi Buell, Seconded by Tera Hooiman.

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

2. Review, consideration, and possible recommendation to City Council for Vacation No. 11-19, filed by the City of Elko, for the vacation of a portion of the Commercial Street right-of-way adjacent to APN 001-343-008, consisting of an area approximately 100 sq. ft., and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the south corner of the intersection of 6th Street and Commercial Street. (592 Commercial Street- APN 001-343-008)

Ms. Laughlin explained that the City Council made a motion to vacate the encroachments into Commercial Street at their meeting on September 24, 2019. They referred the matter to the Planning Commission. The City Council talked about reaching out to this property owner to see if they wanted to be included in the vacation process, because this specific property does not have an encroachment. Staff reached out to the property owner several times, and finally heard back from her and she stated that she wanted to be included in the vacation process. Ms. Laughlin then went over the City of Elko Staff Report dated November 18, 2019. Staff recommended conditional approval with the findings and conditions listed in the Staff Report.

Ms. Rambo, Mr. Holmes, and Mr. Wilkinson had no comments or concerns.

*****Motion: Forward a recommendation to City Council to adoption a resolution, which would conditionally approve Vacation No. 11-19 subject to the conditions listed in the City of Elko Staff Report dated November 18, 2019, listed as follows:**

1. **Written response from all non-City utilities is on file with the City of Elko with regard to the vacation in accordance with NRS 278.480(6) before the order is recorded.**

Commissioner Buell's findings to support the recommendation were the proposed vacation is in conformance with the City of Elko Master Plan Land Use Component. The proposed vacation is in conformance with the City of Elko Master Plan Transportation Component. The property proposed for vacation is located within the Redevelopment Area. The proposed vacation is in conformance with NRS 278.479 to 278.480, inclusive. The proposed vacation with the recommended condition is in conformance with Elko City Code 8-7. The proposed vacation will not materially injure the public and is in the best interest of the City.

Moved by Evi Buell, Seconded by Tera Hooiman.

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

II. REPORTS

A. Summary of City Council Actions.

Ms. Laughlin, reported that the City Council, on November 26th, approved Resolution 30-19, which was for the sale of some land that is part of Mountain View Park. Koinonia has purchased the adjacent property for a Town Home development. The City of Elko in is the process of selling a sliver of land to them. Now the deed and the Boundary Line Adjustment will need to be completed. Resolution 29-19 was also approved for the rezone for Elko West Properties across from the Hospital.

B. Summary of Redevelopment Agency Actions.

Ms. Laughlin reported that there was a Redevelopment Agency meeting on November 12th. RDA approved authorization for the Agency to apply for a grant with NV Energy to underground some overhead utility lines that run along the alley between 4th and 5th and Silver and Commercial Streets. The deadline for that application is December 15th.

C. Professional articles, publications, etc.

1. Zoning Bulletin

D. Miscellaneous Elko County

E. Training

Ms. Laughlin announced that Ian Montgomery has submitted his letter of resignation from the Planning Commission. Staff greatly appreciated his time and service. We will be taking that to City Council on December 10th for them to accept his resignation and authorize staff to advertise for the vacancy.

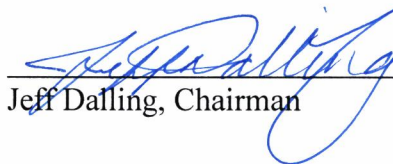
COMMENTS BY THE GENERAL PUBLIC

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.


Jeff Dalling, Chairman


Tera Hooiman, Secretary