

CITY OF ELKO
PLANNING COMMISSION
SPECIAL MEETING MINUTES
6:00 P.M., P.D.S.T., TUESDAY, MARCH 15, 2011
ELKO CITY HALL, COUNCIL CHAMBERS,
1751 COLLEGE AVENUE, ELKO, NEVADA

CALL TO ORDER

The meeting was called to order by Chairman Jeff Thompson.

ROLL CALL

Present: Jeff Thompson, Rich Perry, Reece Keener, Doug Owen, Alene Sutherland

Absent/Excused: John Anderson, Brent Elmore

City Staff: Delmo Andreozzi, Assistant City Manager
Ed Wynes, City Planner
Scott Wilkinson, Development Manager

Others Present: Laura Hanson, CRSA

I. PUBLIC COMMENT PERIOD

This agenda item is to provide time for the general public to address the Planning Commission regarding items of concern not specifically listed on the agenda. Action cannot be taken at this time, but a matter can be set on the agenda for a future meeting, as appropriate.

There were no public comments made at this time.

II. NEW BUSINESS

A. PUBLIC HEARINGS

1. Review, consideration, and possible action to approve Resolution No. 01-11, a Resolution of the Elko City Planning Commission updating the Land Use, Streets and Highways, and Parks, Recreation and Open Space components and maps of the current Elko City Master Plan along with adopting a new component and maps for Arts and Culture, and matters related thereto. **ACTION ITEM**

Ms. Hanson started showing the document with tracked changes since the last meeting: quick facts, specific implementation, and minor word changes.

Commissioner Perry asked if there would be a cover page showing the names of all City Councilmen, Planning Commissioners and different Committees who participated in the update.

Ms. Hanson said like an acknowledgement page, sure.

Commissioner Perry noted if there are questions ten years from now some of the original people will still be around and they can be asked what their logic was. Plus, when people read it they can see that there were a lot of people involved with this update.

Ms. Hanson continued with the tracked changes: Elko being the first location of the university and 2010 census data. We don't have the census data for all of Elko County yet.

Mr. Wilkinson noted Curtis Calder, City Manager hasn't had time to review the final document yet. He may have a few changes, so I'd like that to be considered in a motion. Should we be editing the tracked changes right now?

Chairman Thompson said that's a good idea. It would save some time. We can figure out a way to word our motion for Mr. Calder's changes.

Mr. Wilkinson noted a way to word it might be if Mr. Calder has changes then the City Council could consider and adopt them.

Mr. Wynes noted if the Council makes changes from what you adopted it has to come back to you for final approval before the Council can take action.

There was continued discussion on how to approve the document, but still incorporate Mr. Calder's comments.

Ms. Hanson noted there was a sentence added stating the City only had four general zones until 2000.

Mr. Andreozzi noted I'm not sure of the year.

Ms. Hanson said we can say approximately.

Mr. Wilkinson said say until recently. Is that good enough?

Mr. Wynes said yes.

Ms. Hanson noted a few more minor changes: Redevelopment Plan wording, updated location of the rail port, and developable vacant land.

Mr. Wilkinson noted for developable vacant land, the new table footnote for total says 11,402, but in the previous table it shows 10,833 acres.

Ms. Hanson asked which number is correct.

Mr. Wilkinson noted the 10,833. Our Utility Director requested a statement about the transfer of water rights for new annexations, but the policy is not an annexation policy, it's a water service extension policy for customers outside the city limits. Rather than say for new annexations, I would suggest it say in exchange for water service. That might not read right either though, maybe add as a possible condition.

The actual policy was read.

There was more discussion on how to word the water rights issue.

Mr. Wilkinson noted there should also be a statement that the City Council has not adopted an annexation policy with regard to water rights.

Commissioner Perry noted what this is really about is with respect to land use there is a constraint by this resource that we need to keep in mind as decisions are made about things like annexations.

Mr. Wilkinson noted that was my original intent; bring this to light, but soften the approach that we can't annex because we don't have enough water. We have some critical annexations in front of us that will have to occur for development of Errecart Boulevard. There are a couple other typos.

Mr. Andreozzi noted the different departments are stand alone divisions, but this document should be the guiding document for Capital Improvement Plans. This is the document that's blazing the trail for the rest of the City Departments to follow.

Ms. Hanson noted "complete neighborhoods" was highlighted.

Mr. Wilkinson said in the northwest where we added and Exit 298, it should say existing airport area.

Ms. Hanson noted we added some other industrial possibilities in the area, talked about higher elevations, on a lot of the neighborhoods we added limitations ... include lack of public infrastructure, clarified live/work and mixed use housing, we added triplexes, and rehabilitation of older neighborhoods.

Commissioner Perry asked why reducing fees for infill was scratched out. I think it is a possibility to do that if you want to incent infill.

Ms. Hanson noted the Best Practices is not something the City is absolutely going to do, but a list of tools available to the City should you choose to employ them, which would be an argument for leaving it in.

Mr. Wilkinson noted I don't see that we asked you to do that.

Ms. Hanson said maybe that was a mistake. We added transportation coordination with traffic engineers, landscaping downtown, more minor word changes, projects for the RDA Preliminary Plan, softening some language, instead of Zones saying Zoning Designations, and added eliminating inappropriate industrial zoning as a tool for downtown.

Commissioner Perry asked if she meant Zoning Designations on a Master Plan map or Zoning Districts in our Zoning Code.

Ms. Hanson said maybe districts is a better term.

Mr. Wilkinson said the Master Plan designates land use, it does not establish zone districts.

Commissioner Perry noted so you're not a proponent of saying we need a new zoning district.

Mr. Wilkinson noted we do say that under Best Practices, but here we designate.

There was more discussion on designations and districts.

Ms. Hanson noted you could update your existing zones such as sub-districts rather than create a new one or you can create two new ones.

Mr. Wilkinson noted we looked at all the current zones and then also put a bullet in there to consider a whole new zoning district.

Commissioner Perry noted mixed use is a step away from standard Euclidian zoning of strict boundaries and use.

Mr. Wilkinson noted our Commercial Zone is pretty lax and allows quite a bit. He then gave an example of Royal Cuisine with living quarters above the restaurant.

Commissioner Perry asked how lenders look at that. We had several rezones where the applicants couldn't get funding. Will mixed use enable that with lenders?

Ms. Hanson noted sometimes there have been problems like that, but it's happening all across the nation. Cities are doing this more and more so banks are going to come around at some point.

Mr. Wilkinson noted that should help with the GI Zones.

Ms. Hanson noted there's a whole new change for Best Practice 4.2.

Commissioner Perry noted that came out of the Planning Commission's work list for the year.

Mr. Wilkinson noted the way it reads you would think Elko doesn't have a multi-family zone, but we do. Maybe it can read consider development of additional multi-family zoning districts.

Commissioner Perry noted this could be going back to R3 and changing it to fit what we want.

Mr. Wynes noted the current R3 requires a conditional use for anything over 5.

There was more discussion on multi-family.

Ms. Hanson noted we added adherence to NRS for annexations, an AG zone, a minor language clarification regarding development and future annexations, we struck "monster home" but be warned that may be an issue in the future, more minor word changes, industrial areas, and flood plains.

Mr. Wilkinson noted the map and all the designations should go before Best Practices.

Ms. Hanson noted we took out a sentence about typical residential style and development patterns since things are starting to change into new land uses and we've reclassified most of the City as medium density rather than low, and high density serves as a transitional use between medium and more intense industrial uses. We took the R out.

Mr. Wilkinson noted the R zone should still be there.

Commissioner Perry wanted to discuss leaving the R in there.

Mr. Wilkinson noted if this is adopted within a month we won't have Code changes completed within a month.

Ms. Hanson asked if we intended to strike General Commercial.

Mr. Wilkinson noted I think the reason why he struck that is my comment was to add general commercial to the highway commercial because our general commercial zoning would support your highway commercial designation. He thought he was combining those, so we should go back and make sure C is also listed under highway commercial.

Ms. Hanson noted we updated the Regional Transportation Commission.

There was discussion about the NEAT bus having different owners and possibly different services.

Ms. Hanson noted we reference the bicycle and pathway plan.

Mr. Wilkinson noted I think this is our plan.

Ms. Hanson noted we also decided we didn't want to incorporate things by reference.

Mr. Wilkinson noted we wanted this incorporated to be rid of that plan.

There were minor word changes to the section.

Mr. Wilkinson noted we made a determination how we're going to design and utilize streets to a level of service D and also defined some criteria for requiring traffic studies. We've learned a lot through this process and this new plan provides us some pretty good tools going forward. The Best Practices will require a lot of effort on Staff's and the Planning Commission's part when we make decisions, but I think it will help guide us.

Ms. Hanson noted a few more minor word changes, updated golf fees, and Park's budget.

Commissioner Keener asked if a dog park was included.

Ms. Hanson said I will need to check on that. Someone in the community requested that. We noted a small portion of the room tax goes to Parks and Rec. and that can only be used for capital projects. The entire fiscal year budget was about \$150,000. There was another reference to the room tax being split and showing the Parks and Rec portion. The Humboldt River is an opportunity to tie together the north and south sides of the city. We have examples for retention basins. We have a bunch of new photos. We took out ranching and mining as dominant industries. Is that inaccurate?

Mr. Wilkinson said I think what Arts and Culture thought here is the outdoor culture was more geared towards recreation.

Ms. Hanson said that makes sense. We have notes about the flag on the hill, web links, festival dates, and small minor word changes.

Mr. Wynes asked if it would reformat so all the lines would be full.

Ms. Hanson said this one may not because there are no spaces in between.

Mr. Wynes said on the next one down under food.

Commissioner Keener asked Ms. Hanson to add J.M. Capriolla & Co.

Ms. Hanson noted some things were moved around within the Arts and Culture chapter.

Commissioner Perry asked if the Arts and Culture Committee did the last edits.

Ms. Hanson said yes.

Commissioner Perry noted the Arts and Culture chapter is a great marketing document.

Ms. Hanson said it's great how many events and festivals you have here.

Commissioner Perry said it really is for a town of 20,000.

Mr. Wilkinson noted our general commercial would support the highway commercial.

Ms. Hanson noted we also updated the Land Use map.

Mr. Wynes noted that's a nice reference.

Commissioner Perry noted you've already started using it as a reference.

Mr. Wynes noted especially when talking about a complicated issue it's nice to say currently we do this, but in the future we want to do this.

Ms. Hanson showed where commercial was added.

Commissioner Perry said it looks like purple is mixed use.

Mr. Wynes brought up that the Willow Apartments shouldn't be mixed use.

Ms. Hanson asked if it should be high density.

Everyone said yes.

Ms. Hanson noted it was tough with GIS.

Mr. Andreozzi noted some more of the changes were missed.

Mr. Wilkinson asked if the college dorms should be PQP.

Mr. Wynes noted the properties are mixed between college and private, so maybe swath the mixed use in there.

Mr. Andreozzi noted have Donald Buaku look at my email again.

There was more discussion on designations.

Ms. Hanson asked if she could send a blown up map later to see if they got all the changes.

Mr. Wilkinson noted we were also going to add some references to sections.

Ms. Hanson noted it was in AutoCAD and would take some time.

There was discussion about the area around the landfill.

Ms. Hanson noted there are two possible cemetery locations now; purple stars.

There was more discussion about the possible cemetery locations.

Mr. Andreozzi noted there are other apartments within the tree streets area.

Mr. Wilkinson noted I think the designation they have the Willow Apartments right now is fine.

Commissioner Keener asked if it served a purpose to label the County roads.

Ms. Hanson noted in GIS there is a label or don't label feature. I don't know why it's selective. The notes I have for changes are reference to a dog park, an acknowledgements page, a couple map changes, and adding section lines and numbers to the map.

There was discussion on possible comments from Mr. Calder.

Motion: Approve and send a recommendation to adopt the 2011 update of the City of Elko Master Plan with modifications that the Planning Commission directed at the meeting of March 15, 2011, and the following: minor modifications recommended by the City Manager, reference to the dog park, addition of an acknowledgement page, change data in the introduction updated by CRSA for the 2010 census data.

Commissioner Perry noted that would cover Mr. Calder's modifications.

Chairman Thompson said if he does and if he doesn't then it wouldn't have to come back to us.

Mr. Wynes noted we can have another Planning Commission meeting to look at what Ms. Hanson and Mr. Calder have to see if that's everything, so don't adopt it tonight just accept what you've been given to date. It will push it out another month.

Mr. Wilkinson asked if we could stick with the motion, but get a legal opinion to what extent it could be changed from you to the City Council. We do have a budget with certain visits and timelines. Clarify your motion that legal counsel is to review any proposed changes beyond the Planning Commission's meeting tonight.

Commissioner Perry said are we leaving ourselves open there that somebody could come back later and say the procedure wasn't right because you did this?

Mr. Wilkinson said stick with your motion and if we have any comment at all from the City Manager we will consult our legal counsel on what that means and how to handle that.

Chairman Thompson said once we make a motion for it to go forward, unless Mr. Calder does make a change there's no need for even any legal counsel to review it, it just goes to the City Council. I would just say have it forwarded to the City Council.

Mr. Andreozzi noted I would recommend that as well.

Commissioner Perry noted I agree with that. It should be clean.

There was more discussion on the motion and NRS.

**** Commissioner Perry amended his motion as follows:** Approve Resolution No. 01-11 and forward a recommendation to the City Council to adopt the 2011 update to the City of Elko Master Plan with modifications as directed at the meeting and the following: reference to a Dog Park, addition of an acknowledgement page, and update of the 2010 Census data in the Introduction section.

Action: Approve, **Moved by** Rich Perry, **Seconded by** Doug Owen

**** The motion passed unanimously.**

Mr. Wynes thanked the Planning Commission for all their time and effort.

Chairman Thompson thanked CRSA and City Staff for all their effort. We all learned a lot.

Commissioner Perry noted it's just a piece of paper without an understanding and going forward it will be a challenge to have continuity. A few thoughts, as we get new Planning Commissioners there needs to be an education session, and once this is approved we need to have a presentation and give it to several other groups such as County Commissioners and County Planning Commission.

Mr. Wynes noted the County has their own rules.

Commissioner Perry noted maybe we can bring some better joint planning of the boundaries over time. We almost need to ask the County to think about it in context along our borders that it could become City at some point in time. We have areas that really effectively are going to limit us ever expanding beyond certain areas.

Mr. Wynes noted we should map out areas we feel are annexable and designate them.

Mr. Wilkinson noted the Master Plan says we should have three annexation maps. That's critical where we show future roadways. They need to understand the roadways and classifications.

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.

III. ADJOURNMENT

There being no further business, the meeting was adjourned.

Jeff Thompson, Chairperson

Reece Keener, Secretary