

Exhibit B



September 4, 2019

Errand Lady Reno Sparks, Inc
Attn: Clara Okosun
3396 Laveaga Court
Sparks, NV 89431
PO Box 30083
Reno, NV 89520

RE: Revocation of Home Occupation Permit

Dear Ms. Okosun:

The City of Sparks' Zoning Administrator has determined that the Home Occupation Permit (HO150086) issued to Errand Lady Reno Sparks Inc. for 3396 Laveaga Court has been violated. Sparks Municipal Code (SMC) section 20.03.020(C)(3) identifies that the Administrator may revoke a Home Occupation Permit if an applicant provides materially false information in the Home Occupation permit application and/or if the applicant violates any standards provided in this section. The Home Occupation Permit associated with 3396 Laveaga Court is for an office use. See Exhibit "A" attached.

A site inspection was conducted on August 23, 2019 after a citizen complaint was received. The inspection of the property revealed Home Occupation Permit violations. The Administrator's determination that violations occurred is based on a Craigslist advertisement for vehicle rentals, which is not permitted by the Home Occupation Permit. A site inspection confirmed the presence of the vehicles listed in the Craigslist advertisement. Revocation of the Home Occupation Permit is for violations of the following standards in SMC 20.03.020.

Pursuant to SMC 20.03.020(C)(3) it is illegal to falsify a Home Occupation Permit application. The Home Occupation Permit (HO150086) application identifies "using home as office only." Refer to Exhibit "A". Utilizing the home for vehicle rentals with vehicles being stored outside the living area of the residence contradicts the Home Occupation Permit description. The Craigslist advertisement attached as Exhibit "B" reveals the referenced vehicle rentals are being conducted in association with the Home Occupation Permit (HOP150086) issued to Errand Lady Reno Sparks Inc.

SMC 20.03.020(8)(2) identifies, there shall be no use of any garage, accessory building, yard space or any activity outside the living area of the residence in association with the home occupation. The site inspection identified the parking (temporary storage) of the vehicles listed for rent on Craigslist in the right of way and not within a garage. Refer to Exhibit "C."

Exhibit B

SMC 20.03.020(B)(1) states, "the home occupation shall be operated entirely within a dwelling unit by a person or person residing in the dwelling unit as a clearly secondary and incidental use of the dwelling for residential purposes. The home occupation must not change the residential character of the dwelling unit." The site inspection identified vehicles for rent outside the dwelling unit at 3396 Laveaga Court that match a Craigslist advertisement. Refer to Exhibit "C" and Exhibit "D."

Pursuant to SMC 20.03.020(C)(3)(a) and 20.03.020(C)(3)(b) this letter serves as official revocation of Home Occupation Permit HO150086. As a result of this revocation, conducting of any business at this address must cease. Failure to cease business operations at this location may result in additional violations, fines, misdemeanor, prosecution or other legal remedies.

You have the right to appeal this administrative decision within ten (10) business days from the date of this letter. An appeal form can be obtained from the City Clerk's Office located at 431 Prater Way, Sparks, NV 89431. A properly filed appeal will result in the City Clerk setting the respective matter for a public hearing at a regular meeting of the City Council (SMC 20.05.13). Failure of any person to properly file a written appeal within ten (10) business days shall constitute a waiver of his or her right to an appeal and adjudication of the administrative decision.

Thank you,



Neil C. Krutz, ICMA-CM
City Manager
City of Sparks