



**CITY OF SPARKS, NV  
COMMUNITY  
SERVICES  
DEPARTMENT**

**To:** Mayor and City Council

**From:** Janet Stout, Administrative Assistant

**Subject:** Report of Planning Commission Action

**Date:** August 24, 2018

**RE:** PCN18-0033 - Consideration of and possible action on a request to amend a final development handbook (Kiley Ranch North Phase 7) to allow for private streets on a site approximately 67.56 acres in size in the NUD (New Urban District-Kiley Ranch North) zoning district generally located east of Kiley Parkway, north of Windmill Farms Parkway and south of Lazy Five Parkway, Sparks, NV. (For Possible Action)

Please see the attached excerpt from the August 2, 2018 Planning Commission meeting transcript.

1 CHAIRMAN VANDERWELL: Okay. I have a first and  
2 a second. Any discussion?

3 Okay. Hearing none, all in favor?

4 (Commission members said "aye.")

5 CHAIRMAN VANDERWELL: Thank you. Motion  
6 carries.

7 Review and possible approval of the minutes of  
8 the July 5th Planning Commission meeting.

9 COMMISSIONER FEWINS: Commissioner Fewins. I'd  
10 move to approve the minutes as submitted.

11 CHAIRMAN VANDERWELL: Okay.

12 COMMISSIONER BROCK: Second.

13 CHAIRMAN VANDERWELL: Okay. Commissioner  
14 Fewins. Commissioner Brock second. All in favor?

15 (Commission members said "aye.")

16 CHAIRMAN VANDERWELL: Thank you.

17 Next, announcements and committee reports.

18 MR. ORNELAS: Madam Chair.

19 CHAIRMAN VANDERWELL: Mr. Ornelas. Thank you.

20 MR. ORNELAS: Madam Chair, we have no  
21 announcements or informational items and committee  
22 reports.

23 CHAIRMAN VANDERWELL: Great. Thank you.

24 Next, move on to public hearing items. And  
25 we'll start with PCN18-0033, consideration and possible

1 action to amend the final handbook for Kiley Ranch North  
2 Phase 7.

3 MS. MELBY: Good evening, Planning  
4 Commissioners. Karen Melby, Development Service  
5 Manager.

6 Before you tonight is an amendment to the Kiley  
7 Ranch North final development handbook for Phase 7 to  
8 allow private streets on a site that's 67.56 acres in  
9 size. The property is zoned New Urban District for the  
10 Kiley Ranch Phase 7 handbook. It's located east of --  
11 here's Kiley Parkway. This property right here outlined  
12 in blue -- east of Highland Parkway, north of Windmill  
13 Farms, which is here, and south of Lazy Five Parkway.

14 On December 7, 2017, the Planning Commission  
15 reviewed the final draft of the Kiley Ranch North  
16 Phase 7 handbook, of which the City Council approved on  
17 January 8, 2018.

18 When staff was recording this handbook, we  
19 realized that we had not corrected one page in the  
20 handbook that we presented to the Planning Commission  
21 and the City Council. So on May 14, 2018, the City  
22 Council approved an amendment to the subject handbook  
23 correcting page -- or figure 2-3 on Phase 7 circulation  
24 plan on page 2-9. So before you today is actually your  
25 third review of this handbook.

1           The master developer of the Village 9 or  
2 Phase 7 is proposing a gated community with private  
3 streets, entrance gates and a private community  
4 clubhouse. The recorded Phase 7 handbook did not allow  
5 for private streets, gates or private recreational  
6 amenities.

7           Therefore, the applicant is seeking to amend  
8 the handbook to allow private streets, entrance gates  
9 and as a development option within this phase.

10           The changes in the handbook are highlighted in  
11 yellow, and the deletions are struck out.

12           The only land use in this plan, the only land  
13 uses within this final handbook are the Low Density  
14 Residential and Open Space. The handbook identifies the  
15 responsible parties for maintenance of the private  
16 streets, utilities, streetlights, fire hydrants and the  
17 common areas.

18           Since the approval of the Phase 7 handbook  
19 earlier this year, a tentative map was submitted and  
20 approved for 344 single-family lots.

21           To be considered as a separate item tonight on  
22 tonight's agenda is a new tentative map with the private  
23 streets and utilities, et cetera, for 310 single-family  
24 lots.

25           Addressing the modifications of the final

1 handbook per the Sparks Municipal Code Title 20, there  
2 are 10 findings.

3           The first finding is A, which consists, this,  
4 the plan is consistent or the amendment is consistent  
5 with the Comprehensive Plan and Truckee Meadows Regional  
6 Plan. The Phase 7 handbook is located within the  
7 Truckee Meadows service area consistent with the  
8 Regional Plan Goal 1.1.

9           The Phase 7 handbook provides residential  
10 densities of 4 to 7.9 units per acre, making it a  
11 relatively compact single-family development, supporting  
12 Goal MG6.

13           The proposed amendments are to allow private  
14 streets which will provide a different type of housing  
15 opportunity in the Kiley Ranch North planned  
16 development, which supports Goal H1.

17           The subject property is within the City's sewer  
18 modeling and traffic studies with this project. It is  
19 not expected to exceed build-out assumptions, supporting  
20 Policy CF1.

21           Phase 7 preserves the open space and the  
22 existing drainage through the property along the eastern  
23 portion of this property, which then complies with  
24 Policy RC22.

25           Finding B, which is consistent with the

1 surrounding land uses. To the north, south and west of  
2 this, of the subject property is the Kiley Ranch planned  
3 development. To the east is the Pioneer Meadows planned  
4 development. The proposed amendment to the Phase 7  
5 handbook does not change the approved land uses, which  
6 are consistent with the existing and planned plan uses  
7 in the adjacent areas. The proposed changes to the  
8 final handbook are to permit gated private streets and  
9 will only apply to this Phase 7.

10 Finding C, the fiscally positive to the City  
11 for a period of at least 20 years. A fiscal analysis  
12 was not required with this application or this amendment  
13 since the amendment would not change the permitted land  
14 uses. In addition, if some of the Phase 7 streets are  
15 private, it will reduce the City's infrastructure's  
16 maintenance costs.

17 Finding D, which is furthers the mutual  
18 interest of the residents and owners of the planned  
19 development and the public. The proposed amendments  
20 would allow another choice, a single-family gated  
21 community within the Kiley Ranch North planned  
22 development. The amendments do not change the land uses  
23 or development densities of Phase 7. As discussed above  
24 in finding B, the changes are anticipated to have a  
25 limited impact on the residents or owners of the

1 properties in the adjacent areas, preserving the  
2 integrity of the approved Kiley Ranch North planned  
3 development.

4 Finding E will not, this will not impair the  
5 reasonable reliance on the residents or the owners  
6 within that planned development. The proposed handbook  
7 amendments do not change the approved land uses or the  
8 development densities. In addition, no development has  
9 occurred within this Phase 7. Therefore, there are no  
10 property owners.

11 Finding F will not result in changes that would  
12 adversely affect the public. The proposed amendments  
13 are to allow for a gated community in Village 9. As  
14 discussed above in finding B, the proposed changes are  
15 anticipated to have limited impact on the residents or  
16 owners of the property in the adjacent areas.

17 Finding G, which is consistent with the  
18 efficient development and preservation of the entire  
19 planned development. The proposed amendments do not  
20 change the land use nor the density. Village 9 will be  
21 developed as single-family lots, which is consistent  
22 with the tentative handbook.

23 Finding H, does not adversely affect either the  
24 enjoyment of the land abutting upon or across the street  
25 from the planned development. The proposed amendments

1 permit Village 9 to be developed as a gated community of  
2 single-family homes, which is anticipated to have  
3 limited impact on the adjacent residents.

4 Finding I, does not grant solely to confer a  
5 private benefit upon any person. The property has a  
6 single property owner and simply allows Village 9 to be  
7 developed as a gated community, which benefits the  
8 future residents within that village.

9 Finally, Finding J, which is public notice.  
10 Public notice was published in the Reno Gazette-Journal  
11 on July 20th, 2018, and there were 32 property owner  
12 notices mailed out within 750 feet of the subject  
13 property.

14 To date, staff has not received any phone calls  
15 or emails regarding this amendment.

16 That concludes my presentation. I'm available  
17 for any questions.

18 CHAIRMAN VANDERWELL: Do any Commissioners have  
19 any questions as yet?

20 Okay. This is a public hearing, so I'll open  
21 the public hearing.

22 Are there any requests to speak on this agenda  
23 item?

24 MS. SMITH: I have none.

25 CHAIRMAN VANDERWELL: Okay. With that, I'll



1 close the public hearing and bring it back to the  
2 Commission for any questions, comments, motion.

3 Commissioner Carey.

4 COMMISSIONER CAREY: Thank you, Madam Chair.

5 One of the things staff was following up on the  
6 information I had requested at the Study Session, I'll  
7 just put on the record, I had asked to see how many  
8 private streets, how many miles of private streets would  
9 be within this phase of the development. And it turned  
10 out to be two and a half, two and a half miles of what  
11 would be private streets within that.

12 So I appreciate staff following up with that.

13 CHAIRMAN VANDERWELL: Okay. Any other  
14 questions, comments?

15 COMMISSIONER FEWINS: Madam Chair?

16 CHAIRMAN VANDERWELL: Yes, Commissioner Fewins.

17 COMMISSIONER FEWINS: Commissioner Fewins. I'm  
18 ready to make a motion.

19 CHAIRMAN VANDERWELL: Okay.

20 COMMISSIONER FEWINS: I move to forward to the  
21 City Council a recommendation of approval for the  
22 amendment to the final handbook of Phase 7 of the Kiley  
23 Ranch North planned development, PCN18-0033, based on  
24 the findings set forth in the staff report.

25 COMMISSIONER BROCK: This is Commissioner

1 Brock. I second.

2 CHAIRMAN VANDERWELL: Okay. I have a first and  
3 a second. Any further discussion?

4 Okay. All in favor?

5 (Commission members said "aye.")

6 CHAIRMAN VANDERWELL: Any opposed?

7 Okay. Thank you. Motion carries.

8 Next, we'll move along to PCN18-0017,  
9 consideration and possible action, site 4.2 acres  
10 located at 7434 Baldwin Circle.

11 MS. MELBY: Good evening. Karen Melby,  
12 Development Service Manager.

13 Before you are consideration of a development  
14 agreement, I voluntary annexation and rezoning for a  
15 property that is 4.24 acres located at 7434 Baldwin  
16 Circle, which is located within an island of Washoe  
17 County.

18 You can see on the vicinity map it's out here,  
19 outlined in cyan. This would be Wingfield Springs Road.

20 The property is bordered on two sides by the  
21 City limits. According to Washoe County Assessor's,  
22 this website, the single-family home on there was built  
23 in 1983.

24 The current property is accessed from easements  
25 and not city streets. Which, upon annexation, the