



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

To: Mayor and City Council

From: Marilie Smith, Administrative Secretary

Subject: Report of Planning Commission Action
PCN16039

Date: August 31, 2016

RE: PCN16039 – CONSIDERATION OF AND POSSIBLE ACTION ON PROPOSED AMENDMENTS TO THE SPARKS MASTER PLAN (NOW REFERRED TO AS THE SPARKS COMPREHENSIVE PLAN) INCLUDING CHANGING LAND USE DESIGNATIONS, ADOPTING NEW GOALS AND POLICIES, AND REMOVING THE NORTH SPARKS SPHERE OF INFLUENCE PLAN, THE TRANSIT ORIENTED DEVELOPMENT MASTER PLAN, AND THE WEST PYRAMID PLAN, AND OTHER MATTERS PROPERLY RELATING THERETO.

Development Services Manager Karen Melby presented this agenda item at the August 18, 2016 Planning Commission Meeting with a recommendation to forward the item to City Council for certification.

Development Services Manager Karen Melby presented this agenda item. Ms. Melby began with a brief review of the progression of the Comprehensive Plan update which began approximately a year ago. There have been numerous meetings with the Commissioners and stakeholders in the development of the Plan. Ms. Melby shared that the purpose of her presentation was to present the document in its entirety, discuss any areas that need clarity and decide if the commission is ready to move to approve the plan.

Ms. Melby began with a brief background on the current Master Plan and the direction from the City Council in 2015 to update the plan. The new Comprehensive Plan is based on public outreach including 2,588 surveys, public and neighborhood meetings.

Nevada Revised Statutes establishes regulations for master plans based on population, housing, conservation and public facilities for a city of our size. The Draft Comprehensive Plan updates and replaces all of the existing elements of the current Master Plan and includes new goals and policies. The Plan integrates typical master plan elements into seven topics.

The Comprehensive Plan is comprised of five chapters. Chapter One summarizes what a comprehensive plan is and discusses compliance with NRS and TMRPA.

Chapter One also includes the public outreach process. Chapter Two includes the Vision Statement and identifies the five challenges the City will face moving into the future. Chapter Three includes the facts; environment and cultural resources, population, housing, economic strength, services and facilities and public services not administered by the City. Chapter Four is the heart of the document and includes the goals and policies to guide the future of the City. Chapter Five identifies the implementation of the plan. There are 121 goals and policies within the Comprehensive Plan.

Ms. Melby reviewed the seven topics included within Chapter Four. The seven topics are Managing Growth, Connectivity, Community Facilities and Services, Community Character, Housing, Resiliency and Conservation and Economic Vitality. Ms. Melby identified certain goals and policies within each of the seven topics that staff highlighted and provided additional information to make sure new goals and policies were identified for discussion purposes as necessary. Staff wanted to be sure that new policies and goals were clearly identified and presented. Ms. Melby included a City of Sparks Complete Street Plan diagram and a Trails and Pathways diagram as part of the Connectivity topic.

Ms. Melby shared that based on feedback received since the August 4, 2016 Planning Commission Workshop staff has added language and policies specific to affordable housing options for seniors as requested.

Ms. Melby reviewed the current and proposed land use plans. Ms. Melby identified the significant differences and changes and provided a brief summary of the reasons behind the proposed changes. Ms. Melby also shared that the existing land use categories will be translated into the proposed land use plan. Ms. Melby also identified that staff had discovered a discrepancy with regard to the proposed land use map and the recently updated zoning code. Specifically, the original proposed land use map did not allow for multi-family development within the commercial district. Ms. Melby requested that should the Commissioners be prepared to make a motion to approve the Comprehensive Plan that language be added in the motion to allow for the multi-family development within the commercial district to be consistent with the current zoning code.

The draft Comprehensive Plan also proposes to eliminate three areas that are part of the current master plan. The three areas are the Northern Sparks Sphere of Influence, West Pyramid Plan and the Transit Oriented Development. Transit Oriented Development will be referred to as Multi-Use Development in the Comprehensive Plan.

Ms. Melby requested that staff have the freedom to make editorial changes should the Commissioners approve the plan. She stated that several typographical errors had already been discovered and corrected and wanted to be able to continue to correct should more be discovered. Commissioner Petersen asked for clarification expressing some concern that the Commission be able to review the changes. Mr. Thornley asked Ms. Melby for clarification stating the changes requested were just

typographical errors. Ms. Melby concurred that the only changes to be made would be to correct typographical errors, no content would be changed.

Commissioner VanderWell asked for clarification with regard to RC20, a policy that prohibits the use of diesel oil-fueled, internal combustion power generation unit synchronized with the regional electric grid within the Truckee Meadows Service portion of Sparks. Mr. Ornelas stated that this policy originated directly from the regional plan.

Commissioner Cammatota asked for discussion with regard to adding a policy designed to reduce potable water consumption in the future. Mr. Ornelas stated that policy RC1 covers this area.

Commissioner VanderWell thanked staff for adding an additional graph in Chapter 3 to help separate and identify Single Family Permit Activity from Building Permit Activity. Commissioner VanderWell also requested clarification with regard to the graph titled Planning Cases. Ms. Melby shared that the graph identifies planning case numbers that are assigned each time Planning receives a new request for review. Commissioner Lean shared that he was very impressed with the draft Comprehensive Plan. He thanked staff for all the work that was done in putting together the new plan.

Commissioner Sperber expressed concern with regard to the outreach component of the process. Commissioner Sperber asked if additional outreach had been done with the groups identified by both Commissioners Sperber and VanderWell at the last Comprehensive Plan Workshop. Ms. Melby stated that they had reached out to all of those identified. Commissioner Sperber asked for specifics. Ms. Melby asked Ms. Karen Craig of RAD Strategies to join her in providing an update with regard to the requested outreach. Ms. Craig provided an update of the outreach requested stating that all were contacted either by telephone or email. All of the groups contacted stated they appreciated the outreach and some requested a meeting to discuss. Commissioner Sperber stated that he was still concerned that we have had not had the meetings requested and would like to see this outreach complete prior to the approval of the Comprehensive Plan. Ms. Melby also shared that a link of the draft document had been provided to all of the identified groups, champions and stakeholders.

Commissioner Petersen stated he didn't think we should hold up the progress or the approval of the Comprehensive Plan to accommodate those who had not expressed interest up to this point.

Mr. Ornelas stated that the document was posted to the City's website in its entirety the Friday before this meeting. In addition, Mr. Jim Rundle emailed the select group of individuals identified by the Commissioners during the August 4 Workshop and provided a link to the draft of the Comprehensive Plan. Mr. Rundle also shared that the draft of the Comprehensive Plan was set for public hearing, consideration, and possible approval during the Planning Commission meeting on Thursday, August 18, 2016.

Mr. Ornelas shared that should the Commissioners decide to defer the approval of the Comprehensive Plan staff would support this decision to allow for the additional requested outreach.

Commissioner Lean stated that he appreciates staff's position with regard to additional outreach, however, he was ready to move forward with a vote and possible approval of the Comprehensive Plan.

Public comment was opened.

Ms. Karen Craig residing at 6980 Aspen Glen Road, Reno, NV, and representing RAD Strategies, shared that she has fallen love with the City of Sparks during this process. She is very appreciative of all parties involved during the process.

Mr. Greg Evangelatos residing at 1365 Hilltop Road, Reno, NV, shared that staff had done a great job with the draft of the proposed Comprehensive Plan. He commended staff for their work in creating a simpler document for the development community.

The public comment was closed.

Commissioner Fewins stated that continuing to reach out to groups that have not engaged in the process thus far will facilitate a never-ending cycle. Commissioner Fewins stated he was ready to make a motion.

Commissioner Sperber suggested waiting another month to provide opportunity to meet with the groups who have expressed interest. Commissioner Sperber shared again that he wanted to be sure we had covered all of our bases with those who have expressed interest.

MOTION: Planning Commissioner Fewins moved to approve the Comprehensive Plan associated with PCN16039 with the addition of allowing multi-family development within the commercial district and allowing staff the liberty of correcting typographical errors as they are discovered and forwarding it to City Council for certification.

SECOND: Commissioner Lean.

AYES: Planning Commissioners Cammarota, Petersen, Fewins, Lean, VanderWell.

NAYS: Commissioner Sperber.

ABSTAINERS: None.

ABSENT: None.

Passed.