



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

To: Mayor and City Council
From: Janet Stout, Administrative Assistant
Subject: Report of Planning Commission Action
CA-2-14
Date: March 21, 2014

RE: CA-3-14 CITY OF SPARKS, Consideration of and possible action on an ordinance amending Title 20 of the Sparks Municipal Code to establish an administrative review (Section 20.12), including the process, application requirements, findings and other matters properly related thereto.

An agenda item from Karen Melby recommending approval to the City Council of CA-3-14 to amend Chapter 20 of the SMC to establish an administrative review process. The Zoning Code currently has a Site Plan Review process which is for new construction. The Administrative Review is an administrative process, reviewed by the reviewing agencies. There is no public noticing or public hearing. A letter of approval is issued with conditions of approval.

An administrative review process is being proposed to establish a process to review proposed uses such as medical marijuana establishments. As written, the review is conducted by the reviewing agencies with no public hearing or noticing. The Zoning Code will provide use standards that are typical conditions for the operation and location of the proposed use.

The public hearing was opened.

The public hearing was closed.

MOTION: Planning Commissioner Fewins moved to forward a recommendation of approval to City Council of CA-3-14 to amend Chapter 20 of the Sparks Municipal Code to establish an administrative review process.

SECOND: Planning Commissioner Lean.

AYES: Planning Commissioner Lean, Nowicki, Cammarota, and Fewins, and Sanders.

NAYS: None.

ABSTAINERS: None.

ABSENT: Sperber and Voelz.

Passed.