MEMORANDUM
BOARD OF SUPERVISORS MEETING OF JANUARY 16, 2020

TO: Board of Supervisors

FROM: Hope Sullivan, AICP
Planning Manager

DATE: January 3, 2020

SUBJECT: SUB-2019-0022: Andersen Ranch Tentative Map

At its meeting of December 17, 2019, the Planning Commission conducted a public hearing on the above referenced application, and voted 4 – 2, 1 absent, to recommend approval of the tentative map subject to the following conditions of approval. Note the base conditions are as recommended by the staff. Additional language recommended by the Planning Commission appears in bold and underlined. Language recommended for deletion by the Planning Commission appears in bold and a strikethrough.

RECOMMENDED CONDITIONS OF APPROVAL: Tentative Map

The following are conditions of approval required per CCMC 18.02.105.5:

1. All final maps shall be in substantial accord with the approved tentative map.

2. Prior to submittal of any final map, the Development Engineering Department shall approve all on-site and off-site improvements. The applicant shall provide construction plans to the Development Engineering Department for all required on-site and off-site improvements, prior to any submittals for approval of a final map. The plan must adhere to the recommendations contained in the project soils and geotechnical report.

3. Lots not planned for immediate development shall be left undisturbed and mass grading and clearing of natural vegetation shall not be allowed. Any and all grading shall comply with City standards. A grading permit from the Nevada Division of Environmental Protection shall be obtained prior to any grading. Noncompliance with this provision shall cause a cease and desist order to halt all grading work.

4. All lot areas and lot widths shall meet the zoning requirements approved as part of this tentative map with the submittal of any final map.

5. With the submittal of any final maps, the applicant shall provide evidence to the Planning and Community Development Department from the Health and Fire Departments indicating the agencies’ concerns or requirements have been satisfied. Said
correspondence shall be included in the submittal package for any final maps and shall include approval by the Fire Department of all hydrant locations.

6. The following note shall be placed on all final maps stating:

"These parcels are subject to Carson City's Growth Management Ordinance and all property owners shall comply with provisions of said ordinance."

7. Placement of all utilities, including AT&T Cablevision, shall be underground within the subdivision. Any existing overhead facilities shall be relocated prior to the submittal of a final map.

8. The applicant must sign and return the Notice of Decision for conditions for approval within ten (10) days of receipt of notification after the Board of Supervisors meeting. If the Notice of Decision is not signed and returned within ten (10) days, then the item may be rescheduled for the next Planning Commission meeting for further consideration.

9. Hours of construction will be limited to 7:00 a.m. to 7:00 p.m., Monday through Friday, and 7:00 a.m. to 5:00 p.m. on Saturday and Sunday. If the hours of construction are not adhered to, the Carson City Building Department will issue a warning for the first violation, and upon a second violation, will have the ability to cause work at the site to cease immediately.

10. The applicant shall adhere to all City standards and requirements for water and sewer systems, grading and drainage, and street improvements.

11. The applicant shall obtain a dust control permit from the Nevada Division of Environmental Protection. The site grading must incorporate proper dust control and erosion control measures.

12. A detailed storm drainage analysis, water system analysis, and sewer system analysis shall be submitted to the Development Engineering Department prior to approval of a final map.

13. Prior to the recordation of the final map for any phase of the project, the improvements associated with the project must either be constructed and approved by Carson City, or the specific performance of said work secured, by providing the City with a proper surety in the amount of one hundred fifty percent (150%) of the engineer's estimate. In either case, upon acceptance of the improvements by the City, the developer shall provide the City with a proper surety in the amount of ten percent (10%) of the engineer's estimate to secure the developer's obligation to repair defects in workmanship and materials which appear in the work within one (1) year of acceptance by the City.

14. A "will serve" letter from the water and wastewater utilities shall be provided to the Nevada Health Division prior to approval of a final map.

15. The District Attorney's Office shall approve any Covenants, Conditions & Restrictions (CC&R's) prior to recordation of the first final map.

The following conditions are required per CCMC 17.10.050
16. Three-Year Maintenance Plan. Provisions shall be made to monitor and maintain, for a period of three (3) years regardless of ownership, a maintenance plan for the common open space area. The maintenance plan for the common open space area shall, at a minimum, address the following:
   
   a. Vegetation management;
   b. Watershed management;
   c. Debris and litter removal;
   d. Fire access and suppression;
   e. Maintenance of public access and/or maintenance of limitations to public access; and
   f. Other factors deemed necessary by the commission or the board: vector control and noxious weed control.

   The maintenance plan shall be submitted prior to final map recordation, recorded at the time of final map recordation, and referenced on the final map.

17. Permanent Preservation and Maintenance. Provisions shall be made for the permanent preservation and ongoing maintenance of the common open space and other common areas using a legal instrument acceptable to the city. This shall be addressed prior to final map recordation. A homeowners association (HOA) or similar entity must be formed for maintenance of common open space and other common areas.

18. Screening and Buffering of Adjoining Development. Provisions shall be made to assure adequate screening and buffering of existing and potential developments adjoining the proposed common open space development. To meet this requirement, landscaping and buffering shall be installed along the rear of Lots 1 – 6, and on the side of Lot 7. A detailed landscape plan shall be submitted with the site improvement permit application demonstrating compliance with this requirement. The landscaping may be installed with the development of the individual lots, although a deed restriction must be recorded if the landscaping is placed in a buffer easement explaining the function of the buffer easement.

19. Common Open Space Restrictions. Designated common open space shall not include areas devoted to public or private vehicular streets or any land which has been, or is to be, conveyed to a public agency via a purchase agreement for such uses as parks, schools or other public facilities. This shall be demonstrated at the time of final map.

Other Conditions of Approval

20. The required setback shall be minimum front setback of 10 feet to the house, minimum front setback of 20 feet to the garage, minimum rear setback 20 feet, minimum side setback 5 feet, and minimum street side setback 10 feet. These setbacks shall be stated on the final map as well as in the CC&Rs.

21. All lots will front the internal roadway system, resulting in the peripheral setbacks being the rear setback, which is 20 feet. Note that in most cases, open space is located between the rear of the lot and the perimeter.
22. Conceptual design for the trailhead improvements are to be submitted at the time the site improvement permit application is submitted. The improvements will be subject to review and approval by the Parks and Recreation Commission.

23. The minimum lot area shall be 5,000 square feet.

24. The site improvement plans must demonstrate that the project meets Carson City Development Standards and Standard Details including but not limited to:

   a. The project must obtain FEMA LOMR approval and any necessary flood volume mitigation must be included in the site improvement plans.

   b. Half-street improvements must be installed on North Ormsby Boulevard along the project frontage. This will include striping, curb, gutter, and paving to meet the City standard detail for a two-lane urban collector with bike lanes. Bike lane striping must be installed on both sides of the street. The final map submittal must include a clear history of the width of this segment of North Ormsby Boulevard, and right-of-way must be dedicated as necessary to contain the required improvements.

   c. A five foot sidewalk must be installed along the entire Mountain Street frontage.

   d. Main locations must meet standard detail C-1.2.4.

   e. Public utility easements must be shown on all parcels and must meet minimum width standards.

   f. The unified pathways master plan indicates bike lanes on Mountain Street. The street has sufficient width to meet the standard detail for a 2-lane urban collector with bike lanes with parking on one side only. Mountain Street must be striped on both sides with bike lanes. The bike lane must be offset for parking on the east side, and “No Parking” signage installed on the west side.

   g. A full water main analysis must be submitted with the site improvement permit application, which analyzes the capacity and pressures of the proposed and existing mains. This site is located within two pressure zones. The water design will need to consider accommodating both pressure zones. Pressure reducing station(s) will likely be required.

   h. Street suffixes of new streets must meet the naming convention provided in the Carson City Development Standards.

   i. The following street names conflict with existing or reserved street names and must be changed: Fletcher Street, John Henry and Mesquite Lane.

   j. The North-South and East-West segments of “Fletcher Street” must have separate names.

25. The City’s Transportation Master Plan includes extending North Ormsby Boulevard to West Winnie Lane. This project must enter into a development agreement with the City to pay for its pro rata share of the cost of these improvements, based on AM and PM peak traffic volumes. This agreement must be fully executed prior to Board approval of the first final map.

26. The interior streets must have a minimum asphalt thickness of 4” as shown, or per the geotechnical engineer’s recommendations, whichever is thicker.

27. A site specific geotechnical report must be submitted with the site improvement permit submittal. This report must give construction recommendations for foundations, paving, and utilities, must provide the observed groundwater depth if encountered, and must provide minimum construction requirements for high groundwater if applicable.
28. Haul route(s) for cut/fill must be approved by the transportation manager and included in the site improvement plans.

29. A sampling tap must be installed in a common area of the project near one of the entrances. The sampling tap must be a Kupferle Eclipse #88 or approved equal. This improvement must be included on the site improvement plans.

30. At the time of recordation of the final map, a private Homeowner’s Association (HOA), or similar entity, must be formed to provide maintenance for all the following areas in perpetuity: common area landscapes/medians, open space, buffer areas between the development and neighborhoods, path system, street corridors, recreation facilities/amenities. The HOA will also be responsible for snow removal on path system, trailhead improvements, and snow storage. The maintenance and funding shall be addressed in the development’s CC&R’s to the satisfaction of the Carson City Parks and Recreation Director. Common area maintenance shall include at a minimum, but not limited to the following:
   - Debris, weed, and litter removal
   - Noxious weed management
   - Maintaining firebreaks/defensible space
   - Care and replacement of plant material
   - Plant material: irrigation, system repairs, plant health (pruning, planting and replacement)

31. The HOA will provide 100% funding and maintenance for all public park and recreation amenities (i.e. multi-use path system and trailhead improvements). The maintenance and funding shall be addressed in the development’s CC&R’s to the satisfaction of the Carson City District Attorney and Carson City Parks and Recreation Director. A separate agreement regarding maintenance of these facilities shall be entered into between the HOA and the City at time of recordation of the first final map. A recorded covenant or deed restriction shall be placed on all properties within the proposed development to ensure maintenance of these amenities is funded in perpetuity. The restrictions will provide that should the HOA ever cease to exist, an assessment will then be implemented by the City to form a Landscape Maintenance District (LMD), per CCMC to provide for 100% of the maintenance and upkeep of the public recreation amenities, including the trailhead and the multi-use path.

32. The applicant will construct and dedicate to the City the multi-use path, as well as implement recreation improvements to the Mountain Street trailhead. This shall be coordinated through and agreed upon by the Parks, Recreation & Open Space (PROS) Department. The applicant shall provide a 30’ wide (minimum) easement for the path. Easement shall be a non-motorized public access trail easement. The easement document shall indicate that maintenance of the easement shall be the responsibility of the HOA in perpetuity. The applicant will design and construct a multi-use path (off street/paved/shared) at a 10’ wide (minimum) AASHTO standard concrete path with an adjacent 3’ wide decomposed granite path, including interpretive/wayfinding signage, pet waste receptacles, trash receptacles, benches and related amenities. The path will be constructed from the City’s Mountain Street Trailhead to Ormsby Blvd, and have an at grade pedestrian crossing with flashing lights on North Ormsby Boulevard. All other street crossings associated with the multi-use path must be reviewed and approved by Carson City Public Works and PROS Departments to ensure pedestrian safety. This
33. Paths, sidewalks and on-street bike lanes along the street frontage shall conform to the standards as outlined in the Carson City Unified Pathways Master Plan. The Unified Pathways Master Plan (UPMP) identifies on-street bike lanes along the street frontage of the proposed development on North Ormsby Boulevard. This UPMP requirement needs to be coordinated with Development Engineering’s requirements for the development’s street frontage design and improvements.

34. A multi-use path shall be constructed in the buffer area on the west side of the property, connecting to a five foot paved trail on the north side of the property to create a looped train system. Both trails will be owned and maintained by the HOA. All street crossings associated with these paths must be reviewed and approved by Carson City Public Works and PROS to ensure pedestrian safety.

35. The developer shall use best management practices during construction to prevent the spread of noxious weeds and will incorporate language in construction documents to ensure contractors and subcontractors comply. The PROS Department will assist the applicant with this condition.

36. The applicant shall demonstrate connectivity between the trailhead/multi-use path and the development’s sidewalk/path system. Sidewalk connections to the trailhead and multi-use path will provide convenient and logical access to these facilities and the overall sidewalk network within the development.

37. All drainage facilities (channels, ditches, and detention basins) within the development will be the responsibility of the HOA and shall be maintained to City Standards.

38. The City and the developer will enter into a development agreement that will waive the Residential Construction Tax in exchange for the construction and dedication of improvements. This agreement should be executed at the time of final map consideration.

39. Neighborhood Park improvements shall be incorporated into the existing Mountain Street Trailhead. The applicant shall design and construct and, at its expense design modifications to the trailhead, including but not limited to a picnic shelter, signage, restroom facility (including utility connection fees associated with a permanent flush toilet facility), parking lot infrastructure preservation/maintenance (crack sealing, slurry seal, restriping, curb cut for access etc.) and a 10’ wide concrete multi-use path with an adjacent 3’ wide decomposed granite path connecting to the trailhead. It is expected identified trailhead improvements shall be constructed or bonded for prior to Board of Supervisors consideration of the first final map.

40. The multi-use path shall be located outside the project’s perimeter fence, if one is installed, for ease of access by the general public. Gate(s)/fence openings providing pedestrian/ADA access for the development’s residents to the path will be allowed at locations approved by the Parks, Recreation & Open Space Department.

41. The multi-use path will include landscaping with a variety of non-fruit bearing trees (either evergreen or deciduous) that will be planted to International Society of
Arboriculture (ISA) standards at approximately 1 tree per 50 lineal feet (tree groupings are acceptable) with a minimum of 6 shrubs per tree.

42. Carson City is a Bee City USA. As a result, the applicant shall use approximately 50% pollinator friendly plant material for any required common landscaping areas/open space on the project site. Also, any remaining landscape plant material selection needs to be consistent with the City’s approved tree species list or other tree species, as approved by the City.

43. The applicant shall construct a multi-use path on the west side of the property, and a 5 foot wide concrete path in the buffer area on the north side of the property to complete a loop trail system surrounding the development. The loop will connect at the multi-use pathway on west side of the property, and connect with the sidewalk on the east side of the development. The path design, construction and alignment shall be to City standards in a manner acceptable to Carson City Public Works and PROS Departments. The trail shall have a non-motorized trail easement dedicated to the City and maintained by the HOA in perpetuity.

44. At the time of application for site improvement permit, the applicant shall provide an open space diagram demonstrating compliance with the provisions of CCMC 17.10.046.

45. **Architecture styles shall be limited to traditional, craftsman, or farmhouse architectural styles. No Spanish or Mediterranean architecture shall be utilized.**

46. **Each home must include two of the following:**
   - Brick or masonry products;
   - Stained, painted, or weathered wood siding or shingles, or cementious product.
   - Tinted or textured stucco.
   - Natural stone.
   - Non-reflective metal accents.

47. **Along the northern perimeter, homes adjacent to single story homes will be limited to a single story.**

48. **Conditions 45 – 47 will be included in the CC&R’s and enforced by the HOA.**

In the interest of clarity, the staff recommends that Condition #39 be revised to state (Base language is as proposed by the Planning Commission. Additional language proposed by staff is in bold and underlined. Language proposed to be deleted by staff is in bold and appears with a strikethrough):  

39. Neighborhood Park improvements shall be incorporated into the existing Mountain Street Trailhead. The applicant developer, at its sole expense, shall design and construct park improvements. A design plan shall be determined through a public input process and approved by the Parks and Recreation Commission. Park improvements shall include, but are and, at its expense design modifications to the trailhead, including but not limited to a picnic shelter and signage, and a 10 foot wide concrete multi-use path with an adjacent 3 foot wide decomposed granite path, built to City standards, shall connect to the trailhead. It is expected The
identified trailhead improvements shall be constructed or bonded for prior to Board of Supervisors consideration of the first final map.

During the Planning Commission public hearing, twenty-one citizens spoke. Public comments addressed the following topics.

- The width of buffers;
- Impact on privacy, security, and property values;
- Height of houses;
- Impact on schools;
- Impact of traffic on Richmond Avenue;
- Aircraft accidents;
- The need to re-evaluate the zoning;
- Public roads vs. private roads;
- Density;
- Timing of the proposal, a rush?
- Green space will be decomposed granite with trees and shrubs, not lush lawns;
- Fire hazard due to eave overhangs;
- Lots are not compatible with adjacent development;
- Architecture is not addressed;
- Sidewalks are needed on Ormsby Boulevard;
- Traffic;
- Drainage;
- Impact on sheriff and fire budgets;
- Lack of medical services;
- Consistent with community vision?
- Will open space be accessible year round?
- Lack of emergency access;
- Need to build Ormsby Boulevard to Winnie Lane;
- Public outreach

The Commissioners who voted no expressed concerns that the lots were less than 6,000 square feet, FEMA approval is outstanding, there is high groundwater, the project will result in increased traffic, there is insufficient access to health care, the schools are at capacity, and there is a need for affordable housing.