

**CITY OF ELKO**  
**PLANNING COMMISSION**  
**REGULAR MEETING MINUTES**  
**6:30 P.M., P.S.T., TUESDAY, MARCH 1, 2016**  
**ELKO CITY HALL, COUNCIL CHAMBERS,**  
**1751 COLLEGE AVENUE, ELKO, NEVADA**

**CALL TO ORDER**

The meeting was called to order by Aaron Martinez, Chairman of the Elko City Planning Commission.

**ROLL CALL**

Present: David Freistroffer, Jose Negrete, Aaron Martinez, John Anderson, Tera Hooiman, Jeff Dalling (arrived at 6:33 p.m.)

Excused: Joe Becker

City Staff Present: Scott Wilkinson, Assistant City Manager; Cathy Laughlin, City Planner; Jeremy Draper, Development Manager; Bob Thibault, Civil Engineer; Josh Carson, Fire Marshal; Rebecca Hansen, Planning Technician

**PLEDGE OF ALLEGIANCE**

**COMMENTS BY THE GENERAL PUBLIC**

There were no public comments made at this time.

**APPROVAL OF MINUTES**

December 1, 2015 – Regular meeting **FOR POSSIBLE ACTION**

**\*\*\*Motion:** Approve the minutes of the December 1, 2015 meeting as presented. **Moved by** Jose Negrete, **Seconded by** David Freistroffer. **The motion passed unanimously.**

**I. NEW BUSINESS**

**A. PUBLIC HEARINGS**

1. Review, consideration, and possible recommendation to City Council for Rezone No. 1-16, filed by Joshua Tree Shelter, for a change in zoning from PQP (Public, Quasi-Public), GI (General Industrial), and PUD (Planned Unit Development) to PQP (Public, Quasi-Public) and GI (General Industrial) to clean up the zoning boundaries in conjunction with filing a parcel map, and to allow future development of a

homeless shelter and allowed industrial uses, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the southeast corner of Sharps Access Road and S. 12<sup>th</sup> Street (APN 001-630-069).

Ms. Laughlin explained the parcel map has been approved but is pending recordation due to the public improvements that need to be done. Parcel A would remain PQP, but Parcels B, C, and D would change to GI.

Mr. Draper said one thing that is catching everyone on this is the discussion of a homeless shelter. Per City code and NRS it is referred to as a residential establishment. In reviewing the PQP zone as well as the other zones where that could possibly go, it is his recommendation that it be in a PQP zone. That type of facility is more for assistance which fits within the PQP zone. There's nothing in NRS or our code that says a residential establishment has to be in a certain zone, just that they cannot be located within 1,300 feet of each other. Any new use in a PQP zone will require a conditional use permit. He then gave an overview of his memo. Our applicant has a waiver in to City Council for curb, gutter, and sidewalk. In our review of that application we have three options for the Council to consider. One option is for the installation of curb, gutter, and sidewalk all the way up Sharps Access with the installation of a pedestrian signal, another is for the curb, gutter, and sidewalk just to be on the lower half of Sharps Access, and the third is the establishment of an at-grade crossing to allow pedestrians to go across the railroad tracks over to Water Street. Pedestrian access is a big concern for staff. He recommended conditional approval.

Mr. Thibault and Mr. Wilkinson recommended approval.

Commissioner Dalling wondered when City Council will consider the curb, gutter, and sidewalk waiver.

Mr. Draper answered March 22<sup>nd</sup>.

Chairman Martinez wanted an update on the existing improvements and what would be required upon development.

Mr. Draper explained Sharps Access is paved. The applicant has done some grading to the property approximately where Parcel A will be. Parceling the property triggered the requirement for curb, gutter, and sidewalk across the full frontage. The reason there's a request for the waiver is because there isn't pedestrian access on the east side of 12<sup>th</sup> Street. It's difficult for the applicant to put that in when no one will use it. Once the shelter is constructed there will be the improvements on the property as well as checking to see if any utility extensions are required. We've been working with the applicant to make sure none of their construction activities go across the floodway boundary otherwise they would be required to have a CLOMR and LOMR.

Chairman Martinez's concern is the people who would use the sidewalk are the homeless who are walking to the shelter, and Sharps Access is not the safest route. In terms of pedestrian safety,

that roadway is already pinched. He was also concerned about how the parcels are being oriented and sectioned off because granting a waiver assists that whole development in the future, and he wasn't sure all developments in the local area are receiving that same treatment. While we want to assist this non-profit organization create an initiative to help people in our community we have to look at each application in a particular way. He thought we had some long-term initiatives to direct traffic away from 12<sup>th</sup> Street or to expand 12<sup>th</sup> Street to allow those traffic flows. Sharps Access is a problem because having more vehicles coming on to 12<sup>th</sup> Street is an issue for us right now. This type of development does help to alleviate those traffic issues.

Mr. Draper said staff has those same concerns. Ultimately it is Council's decision.

Commissioner Dalling wondered why this is before the Planning Commission before the curb, gutter, and sidewalk is heard.

Mr. Draper said the rezone has nothing to do with the waiver.

Chairman Martinez thought they were just up the street from a batch plant that was required to do those improvements which killed their project. He would recommend those pedestrian accesses get put in because that's a steep grade.

Mr. Wilkinson said you can recommend conditions for a rezone which would be something for Council to consider, and the applicant would have to agree to those conditions at that meeting. We have a few recommendations on the waiver which staff can go over. It's not practical to put curb, gutter, and sidewalk on 12<sup>th</sup> Street.

Commissioner Negrete wondered if the railroad has been approached about the at-grade crossing.

Mr. Draper said they were and a few years ago they presented us some plans for crossing at that location, but they never followed up. It also requires an approval from the Public Utilities Commission which could be an onerous process. One of the recommendations in the waiver is that the applicant do the heavy lifting in getting that application put through, but ultimately it needs to be the City who is the applicant for that. The other option is a push-button crossing which would at least notify the traffic that a pedestrian is crossing. One concern is nobody wants to be a homeless shelter's neighbor. This is an isolated location, so in that sense it's a good location. Ever since the parcel map was approved we've been working with the applicant on how best to address some of these improvements.

Chairman Martinez gets that it isn't cheap.

Mr. Draper said it doesn't matter what the development is. We'd have the same comments for any development here.

Mr. Wilkinson was sure we'd have bus service to that parcel which would alleviate some of those concerns.

Commissioner Negrete wondered if there is pedestrian access to the HARP trail.

Mr. Draper said no. The City has a grant to connect HARP to the apartments under 12<sup>th</sup> Street, but we don't have anything in place to do a pedestrian crossing over the river, nor is it planned.

Jennifer Kidwell already considered some of these things in regards to pedestrians, so she spoke to Get My Ride. There could be a bus stop where the Amtrak station is, and there is enough room to turn around. Another option is a shuttle that belongs to the actual shelter. Additionally, there is an existing easement going under the 12<sup>th</sup> Street bridge. She's walked the path herself. You walk up kind of a steep hill to 12<sup>th</sup> Street. She also spoke to the railroad who said there are a lot of things that go into a pedestrian crossing, and they will only deal with the City.

Commissioner Negrete wondered if the easement connects to the sidewalk on 12<sup>th</sup> Street.

Mr. Draper showed it runs alongside the 12<sup>th</sup> Street bridge on the westerly side. It's something we've considered, but it'd be rather difficult because of ADA compliance requirements. We own right-of-way there for the bridge.

Commissioner Dalling wondered if the applicant has checked into the price for doing a sidewalk on Sharps Access.

Mike Shanks had a rough estimate for the section to that gets you to the guard rail: \$30,000. To go all the way up to 12<sup>th</sup> Street would probably double that, and then you don't have a very wide street, plus it's very steep. He understands about the level playing field, but 90 percent of that property is in a floodway and undevelopable. The section where we're accessing it will have curb, gutter, and sidewalk. When you look at how much square footage you have for what you're developing, it's the same as any other development.

Chairman Martinez thought it would only be required on the frontage of Parcel A right now.

Mr. Draper said no, it would be for the entire parcel because of the parcel map. The waiver is for various levels of construction, not all or nothing.

**\*\*Motion:** Forward a recommendation to City Council to adopt a resolution which conditionally approves Rezone No. 1-16 subject to the conditions in the City of Elko Staff Report dated March 1, 2016 listed as follows:

**Development Department:**

1. The applicant records PM 5-15 prior to the rezone being recorded

**Planning Department:**

1. Compliance with all staff conditions.
2. Recording of zone change be completed after parcel map 5-15 has been recorded.

Commissioner Freistroffer's findings are the zone change is in conformance with the City of Elko Master Plan Land Use and Transportation Components, the City of Elko Redevelopment Plan, the City of Elko Wellhead Protection Plan, and the City of Elko Zoning Sections 3-2-4, 3-2-12(B), 3-2-8, 3-2-21, and 3-8.

**Moved by David Freistroffer, Seconded by Jose Negrete**

**\*\*\*The motion passed unanimously.**

2. Review, consideration, and possible recommendation to City Council for Rezone No. 2-16, filed by Sonora, LLC, for a change in zoning from R (Single Family and Multiple Family Residential) to CT (Commercial Transitional) to allow offices and limited service, retail, or commercial uses, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the easterly side of 5<sup>th</sup> Street, approximately 70 feet south of Fir Street (974 5<sup>th</sup> Street).

Ms. Laughlin said this property was previously residential but was converted to a professional office in 2012. The tenants have since relocated, and upon the new tenant applying for a business license it was discovered this is still zoned residential. There are professional offices surrounding three sides of this property with multi-family residential on one side. There is sufficient parking. The Commercial Transitional zone is in conformance with the Master Plan designation of neighborhood mixed use. She recommended conditional approval.

Mr. Draper recommended conditional approval. A CT zone is a transitional zone particularly around higher volume traffic corridors. We understand the property doesn't meet the area and setback requirements, but this is a good buffer between 5<sup>th</sup> Street and the residential properties because of the traffic loading. There are multiple business uses surrounding this.

Mr. Thibault recommended conditional approval.

Mr. Carson recommended approval.

Mr. Wilkinson recommended approval as presented by staff.

Commissioner Dalling wondered why this wasn't caught four years ago.

Mr. Draper said the Planning Department at the time had just approved the civil improvement plans and did not take zoning into consideration when the changes were made.

Commissioner Dalling thought they were considering changing the whole area to CT anyway.

Chairman Martinez said we utilized CT on another application. He felt it is the best transition between heavy residential and industrial or commercial.

Commissioner Freistroffer read the CT zone description in detail and also feels it is a good fit. However, none of the lots meet the size, setbacks, or frontage requirements. If we approve this rezone and variance then we would have to approve rezone and variance requests for anyone on this street, which would impair the intent of City code for variances.

Chairman Martinez said you're spot on, and then explained part of a bigger initiative that will be presented to the Commission tonight is to consider a transitional district along the 5<sup>th</sup> Street corridor which would allow a multitude of development very similar to this. Staff is looking at warping the confinements of code so as to not create exactly what you're talking about so we can conform to what is already occurring in our community.

Mr. Wilkinson said this is off the agenda item but to give you a little bit of history work was started that was not permitted and then identified. Once it was identified there were plans submitted. Staff was in a rush to approve the plans to keep up with the construction and the zoning was missed. We do play a role in this, so that might be a hardship for the current property owners.

Commissioner Freistroffer agreed, but said we just need to make sure we don't create a CT/Variance cascade.

Mr. Wilkinson said if you have that as a finding on the variance that helps alleviate the precedence setting.

Commissioner Freistroffer said one of the regulations in the variance code is that all the stipulations must be met. None are met except the hardship, so we will need to explain that.

Commissioner Dalling wanted clarification about it being a new property owner. He thought it was always the same owner.

Mr. Wilkinson wasn't sure. Regardless, it would've been better if we caught it at the time because the project could've been stopped, so the City did play a role.

Commissioner Dalling pointed out the City was rushed because the property owner didn't follow the rules to begin with.

Chairman Martinez thought this item will be alleviated with the agenda item they will consider later. Can they condition it based on the approval of the modifications to the CT district?

Mr. Wilkinson explained all the conditions must be satisfied before the Mayor can sign off on the rezone and it takes effect. Working through that overlay process will take about eight months.

Mr. Draper wondered if it could be a condition that once that overlay district is part of code that this property be rezoned to that, or will that be part of the overlay district process?

Mr. Wilkinson said we will rezone all the properties at that point in time with the overlay district.

**\*\*Motion:** Forward a recommendation to City Council to adopt a resolution which conditionally approves Rezone No. 2-16 subject to the conditions in the City of Elko Staff Report dated March 1, 2016 listed as follows:

**Development Department:**

1. A variance for the front yard and exterior side yard setbacks as well as the area requirement is required prior to the approval of the rezone.

**Engineering Department:**

1. Engineering Dept. recommends approval with the condition that the variance be granted.

**Planning Department:**

1. Compliance with all staff conditions.
2. Approval of Variance 1-16

Commissioner Freistroffer's findings are the zone change is not precedent setting because the City is fixing an issue that arose when development was approved in 2012. Also, the City intends to begin the process to amend the CT zone so that it is an appropriate zone for this property and other properties in the area, and would not require variances in the future. Other findings are the zone change is in compliance with the City of Elko Master Plan Land Use and Transportation Components, the City of Elko Redevelopment Plan, the City of Elko Wellhead Protection Plan, and the City of Elko Zoning Sections 3-2-4, 3-2-9(B), 3-2-21, and 3-8.

**Moved by David Freistroffer, Seconded by Jose Negrete**

**\*\*\*The motion passed unanimously.**

3. Review, consideration, and possible action on Variance No. 1-16, filed by Sonora, LLC, for a reduction of the required lot area from 15,000 sq. ft. to 5,000 sq. ft., the required lot width from 100 ft. to 50 ft., the required front yard setback from 30 ft. to 22 ft., and the required exterior side yard setback from 30 ft. to 6.6 feet, in conjunction with a zone change from R (Single Family and Multiple Family Residential) to CT (Commercial Transitional), and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the easterly side of 5<sup>th</sup> Street, approximately 70 feet south of Fir Street (974 5<sup>th</sup> Street).

Ms. Laughlin said the same conditions apply. This variance will bring the property into conformance with the CT zoning.

Mr. Draper had similar findings to the zone change. If the variance is approved this condition could exist on additional properties, so we're considering a special overlay district similar to what we did on the south side of town. Those properties don't meet the setbacks for residential properties, so there's a special overlay district. He recommended conditional approval.

Mr. Thibault recommended conditional approval.

Mr. Carson recommended approval.

Mr. Wilkinson recommended conditional approval as presented by staff with similar findings as the last item.

**\*\*Motion:** Conditionally approve Variance No. 1-16 subject to the conditions in the City of Elko Staff Report dated March 1, 2016 listed as follows:

**Development Department:**

1. A variance is granted for the primary structure as it pertains to the front yard setback and side yard setbacks.
2. A variance is granted for the size of the lot as it does not meet the minimum lot size for development in the Commercial Transitional zoning district.

**Engineering Department:**

1. Engineering Dept. recommends approval with the condition that the rezone be granted.

**Planning Department:**

1. Compliance with all staff recommendations.
2. Approval of Rezone 2-16

Commissioner Freistroffer's findings are the variance is not precedent setting because the City is fixing a problem that was created during development of the property in 2012. Also, the City intends to amend the CT zoning district, or create an overlay district related to it, in order to make this and other properties in the area compliant so that they do not need variances. Additional findings are the variance is in conformance with the City of Elko Master Plan Land Use and Transportation Components, the City of Elko Redevelopment Plan, the City of Elko Wellhead Protection Plan, and the City of Elko Zoning Sections 3-2-4, 3-2-9(B), 3-2-21, 3-8, and 3-2-22.

**Moved by David Freistroffer, Seconded by Jose Negrete**

**\*\*\*The motion passed unanimously.**

**B. MISCELLANEOUS ITEMS, PETITIONS, AND COMMUNICATIONS**

1. Review, consideration, and possible recommendation to City Council for an extension request from Copper Trails, LLC to present the next final map in a series of final maps for the Copper Trails Phase 1 subdivision. **FOR POSSIBLE ACTION**

The subject property is located generally on the northerly side of Copper Street approximately 850 feet east of N. 5<sup>th</sup> Street.

Mr. Draper said the developer has been working at this for a couple years. About a year ago we accepted the public improvements, and they submitted plans to the Building Department. Those were in review for quite some time because they are using a product that we are not familiar with for the slab of the house which has a shallow foundation or shallow footings. With our frost depth we still need to provide some type of protection not only through Building Code but also the Energy Code so that did delay the process. Once we agreed with the developer about the best way to address all the concerns of the code they were able to get everything done. They have completed construction on all the lots that were recorded in the last map, and are hoping to get the new map in this spring but most likely were not going to meet the April 23<sup>rd</sup> deadline.

Mr. Thibault and Mr. Wilkinson recommended approval.

**\*\*\*Motion:** Forward a recommendation to City Council to approve the extension request for the Copper Trails Phase 1 subdivision as submitted.

**Moved by Jose Negrete, Seconded by Tera Hooiman**

**\*\*\*The motion passed unanimously.**

2. Review, consideration, and possible action to develop the Calendar Year 2016 Planning Commission Annual Work Program, and matters related thereto. **FOR POSSIBLE ACTION**

Ms. Laughlin said this is a tool or guideline of what you would like staff to work on in the upcoming year. In the years past we've had work programs with many items on them with minimal accomplishment. She included two options for 2016. Option A is just bringing over the items that weren't completed in 2015. Option B only has two line items and is more realistic to accomplish. Her recommendation was to accept Option B with possibly adding a couple items from Option A.

Mr. Wilkinson recommended Option B. Maybe a third item would be to look at the sign ordinance. We should be able to realistically accomplish those.

Chairman Martinez felt the sign code would help out a lot across the board in the City.

Commissioner Freistroffer likes Option B but feels strongly that we modify the CT district or create an overlay district that specifically works for 5<sup>th</sup> Street small lots which are just a few feet from residences. He read the Nuisance code and as long as you're doing a legal business activity, any noises you make on commercial property are exempt. He was distressed by the idea we're going to rezone residences to a potentially nuisance creating zone.

Ms. Laughlin clarified one of the items in the 2015 work program was to revise the zoning along 5<sup>th</sup> Street to RO, so what we're proposing is a CT-type zoning overlay.

Commissioner Freistroffer was proposing an additional item to modify the CT district so it can contain small lots like we promised a few minutes ago. He's also worried that any noise can occur in a commercial zone as long as it's an approved business noise.

Commissioner Negrete pointed out you are limited to the types of businesses you can put in the CT zone.

Commissioner Freistroffer just felt it needed to be something that specifically addresses smaller lots and noise because RO, which was the original plan, falls under the nuisance ordinances.

Chairman Martinez wants the Commissioners to be project champions or provide public updates about what they see in the community.

Commissioner Freistroffer agreed with the addition of the sign ordinance.

Commissioner Dalling felt Option A was better. He thought the residential parking in the corridor was completely thrown out, not tabled. He didn't understand why it was in here.

Mr. Wilkinson clarified it wasn't prohibited from coming back it was just excluded from that ordinance change. There's been a lot of discussion about needing mixed use development in the downtown area, and a consensus amongst the City Manager and some elected officials that we need to look at the possibilities. This isn't something that just comes back for a proposed amendment. We need to have a lot of empirical data and a complete utilization study of that corridor before we can take these steps. We tried to take a baby step with the Planning Commission, but with the public comment it wasn't going to work because we don't have all that information.

Commissioner Dalling wondered if that should be this year or next year since we don't have any of that information.

Mr. Wilkinson felt they could have priorities. His opinion was that the 5<sup>th</sup> Street corridor be number one.

Commissioner Dalling wanted to see better Planning Commission training, not necessarily open meeting law or ethics training.

Mr. Wilkinson wanted that decision made tonight because we went over the budget and cut the travel and training since it hasn't been used and we're faced with some fiscal limitations for the City. That doesn't mean as we go through the process that we couldn't bring some of that back.

Chairman Martinez wanted Commissioner Dalling to be project champion for the residential parking in the corridor.

Mr. Wilkinson added you have a project champion for the zoning issue up on 5<sup>th</sup> Street. There's quite a bit of testimony and concern from one of your other members.

Commissioner Dalling was happy to be the project champion but felt like there's a limited number of people who really want residential parking in the corridor. He sees tons of cars with snow on them all winter from 7<sup>th</sup> Street on. He felt the problem is there's a code for everything, but no enforcement. Do we hire a new officer to enforce it? No, that would be a waste of money. He felt it would be abused, but maybe he's wrong.

Chairman Martinez said the good part about this process is folks like you and other business owners and community folks can put their opinion together and that's how this whole thing works. Ms. Laughlin has a good point, we didn't complete much in 2015. If we go in too many directions there's not enough time in the day, so we really need to focus on what's most important, what's realistic, and then try to complete that.

Ms. Laughlin said another reason why we were trying to minimize it is we also have the Storefront grant program going on. We got 16 applicants yesterday which will take a tremendous amount of staff's time.

Commissioner Dalling thought Catherine Wines was doing that.

Mr. Wilkinson clarified the City administers the grant, she is just providing some design services.

Chairman Martinez felt if they work as a team they can accomplish more and be more educated.

Commissioner Negrete also voted for Option B, but with prioritization: CT overlay for 5<sup>th</sup> Street first, nuisance code as a piggy back, sign ordinance second, residential parking in the corridor third, and ongoing Commissioner training.

Commissioner Dalling wondered what sign code they were talking about.

Mr. Wilkinson said if you look at the sign code you can blink and be through it, so we need to take a hard look at that. It doesn't even deal with digital signage.

Commissioner Freistroffer said we had some sign things and it was pointed out that the sign code even confuses developers because they don't have guidance to explain to the people they're buying signs from how the sign is supposed to look. It's not a modern sign code.

Mr. Wilkinson asked the Commission to craft the motion so we are just addressing the nuisance potential of a CT-type district on 5<sup>th</sup> Street, because the nuisance code is much more than that. If you just say the nuisance code we won't accomplish either one of those this year.

**\*\*Motion:** Approve the 2016 Planning Commission Annual Work Program Option B with refinements, and forward it to City Council for acceptance. The refinements were listed as follows:

1. Priority one is revising the zoning along 5<sup>th</sup> Street addressing proximity to residences and the variance issue
2. Priority two is a sign ordinance
3. Priority three is review of zoning for residential parking in the corridor
4. Priority four is ongoing Planning Commission training

**Moved by David Freistroffer, Seconded by Jose Negrete**

**\*\*\*The motion passed unanimously.**

3. Review, consideration and possible action to establish a CT (Commercial Transitional) type zoning district along the 5<sup>th</sup> Street corridor, and direction to staff to work with the City's legal counsel to determine the appropriate means of establishing the district, and matters related thereto. **FOR POSSIBLE ACTION**

Ms. Laughlin said this came up because of the rezone and variance we heard earlier tonight. We are looking at a CT-type zoning district, not the CT zone. With a few exceptions, that area is zoned R. If we go with Residential Office the majority of the uses that are already non-conforming would require a conditional use permit which will require additional staff time and work for this board. If you look at the CT zone most of those uses are permitted without a conditional use permit. If we decide to do this we will consider lot sizes, setbacks, how far it will go up 5<sup>th</sup> Street, etc.

Chairman Martinez thought it was helpful that she highlighted the uses which are non-conforming. Do you see any financing issues with an overlay district?

Mr. Wilkinson said we've seen a lot of issues where residential on industrial or commercial property can't get financing, but he wasn't sure if it works the other way. We have a lot of commercial transitional type uses on 5<sup>th</sup> Street that don't conform to the residential zone. We'll check to see if an overlay district creates that issue or if you can still have your underlying zoning. Maybe if that doesn't work we can come up with a district that works for those properties, approach them, and ask them to rezone. We tried that on Silver Street. We approached four or five properties who all agreed their uses were more suited to commercial than GI, but one wasn't interested in rezoning.

Chairman Martinez felt we could always consider a different name since we're taking a hybrid of CT, like R<sup>2</sup>. He'd hate to see us go through this process with that being the project killer.

Commissioner Negrete also thought changing the name was a good idea because anything with the word commercial in it is going to scare off lenders.

Commissioner Hooiman disclosed this would directly affect her home. Is the goal to eventually convert that corridor to a commercial area?

Mr. Wilkinson said if you look at the Master Plan it's neighborhood mixed use.

Commissioner Hooiman said if I'm going to transition that into a venue for my business then we're going to take a completely different approach to what we're doing with our home.

Commissioner Negrete thought the long-term plan was to give all those property owners an option. If you want to maintain that as your personal residence it's not going to affect you, but if you decide at some point in time to put that up for sale it will be much more valuable to someone that looks at that traffic flow and wants to put an office there.

Mr. Draper pointed out Commissioner Hooiman's home used to be a professional office. The overlay district would be a good way for us to start looking at some of those development standards and principal uses that we want to allow without a CUP. This will be a long process.

**\*\*\*Motion:** Establish a CT type zoning district along the 5<sup>th</sup> Street corridor, and direct staff to work with the City's legal counsel to determine the appropriate means of establishing the district.

**Moved by Jose Negrete, Seconded by Jeff Dalling. The motion passed with Commissioner Hooiman abstaining.**

## **II. REPORTS**

### **A. Summary of City Council Actions.**

Mr. Draper reported the Parking code was adopted.

### **B. Summary of Redevelopment Agency Actions.**

Mr. Wilkinson reported RDA took action not to include the UDO into the RDA Plan. What was presented in 2013 was that we would create an overlay district that would allow people to more easily develop or repurpose buildings and then it evolved into something different. Also, there was some discussion that it would only apply to new development but yet we had recommendations that it would apply to the storefront program. We do still have the corridor design out in its final revision which will go back to RAC in late March and RDA in April. He wanted to meet with Commissioner Dalling to go over the RDA Plan and send him some spreadsheets with the projects and their statuses. Then Commissioner Dalling would be familiar with the revenues and expenditures of the RDA over the life of the district. He was also willing to send that to the entire Commission. The bottom line is we've increased our assessed valuation from \$3.5 million to \$10 million. If you compared Elko's RDA to RDAs across the state many of those show negative growth.

Commissioner Negrete wondered how long the time period was that the valuation increased.

Mr. Wilkinson said 2008 to June 30, 2015.

### **C. Professional articles, publications, etc.**

1. Zoning Bulletin
2. Zoning Practice

### **D. Preliminary agendas for Planning Commission meetings.**

### **E. Elko County Agendas and Minutes.**

### **F. Planning Commission evaluation. General discussion pertaining to motions, findings, and other items related to meeting procedures.**

Chairman Martinez wants the Commissioners to work together to make themselves better and more in tune with what's going on in the local community. Maybe spend 15 minutes each month to find something within the community that affects their decisions and bring it back to the Commission. It can be old decisions or codes we don't like that we can learn from, or participating in different organizations. We have a lot of committees who are orchestrating

several initiatives that we have no idea about, but directly relate to what we're doing. Eventually things will get muddled up. He's shooting for project champions. It's important that we start to pick some of these things up, pick them apart, and really determine if this is what we want for our city. Code seems to be the most fitting for him because he is constantly immersed in it. He operates on code and every district, county, and state are different. The nuisance and sign code seem to be the number one thing. We can look at the Urban Overlay code which has some great tools. If we all update each other, the hope is a combination of information to make us all better.

Commissioner Dalling was willing to do RDA and RAC. He just got appointed to Centennial Committee, so was also willing to do that one. He will also champion the parking corridor.

Chairman Martinez also participates in RDA and RAC, and encouraged the whole Commission to go.

Mr. Wilkinson recommended the whole Commission become familiar with the RDA Plan and understand the role the Vision document plays in that plan. We have a really good plan that we've been executing on well.

Commissioner Freistroffer would have to think about his involvement. He walks everywhere and sees a lot of details in neighborhoods and how they develop.

Mr. Wilkinson encouraged the Commission to also think about the good decisions and development. There is a lot of criticism directed at the City.

G. Staff.

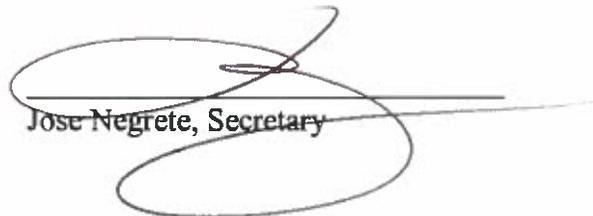
#### **FINAL PUBLIC COMMENT PERIOD**

There were no public comments made at this time.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned.

  
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Aaron Martinez, Chairman

  
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Jose Negrete, Secretary