

CITY OF ELKO
PLANNING COMMISSION
REGULAR MEETING MINUTES
6:30 P.M., P.D.S.T., TUESDAY, JULY 7, 2015
ELKO CITY HALL, COUNCIL CHAMBERS,
1751 COLLEGE AVENUE, ELKO, NEVADA

Note: The order of the minutes reflects the order business was conducted.

CALL TO ORDER

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

ROLL CALL

Present: Greg Thornton, John Anderson, Aaron Martinez, Joe Becker,
David Freistroffer, Tera Hooiman

Excused: Jose Negrete

City Staff Present: Scott Wilkinson, Assistant City Manager; Rick Magness, City Planner;
Jeremy Draper, Development Manager; Bob Thibault, Civil Engineer;
Rebecca Hansen, Planning Technician

PLEDGE OF ALLEGIANCE

INITIAL PUBLIC COMMENT PERIOD

There were no public comments made at this time.

I. UNFINISHED BUSINESS

A. PUBLIC HEARINGS

1. Review and consideration of Variance No. 2-15, filed by Jacques Errecart on behalf of Jesse Vargas, for a reduction of the required front yard setback from 15 feet to 9 feet and the required interior side yard setback from 5 ½ feet to 0 feet, in conjunction with a zone change from GI (General Industrial) to RO (Residential Office). **FOR POSSIBLE ACTION**

The subject property is located generally on the south side of River Street approximately 165 feet east of S. 7th Street (756 River Street).

*****Motion:** Table Variance No. 2-15 indefinitely until the survey is completed and application is completed. **Moved by** David Freistroffer, **Seconded by** Aaron Martinez. **The motion passed unanimously.**

B. MISCELLANEOUS ITEMS, PETITIONS, AND COMMUNICATIONS

1. Review and consideration of Annexation No. 2-15, filed by Bailey & Associates LLC, involving approximately 3 acres of property. **FOR POSSIBLE ACTION**

The subject property is located generally west of Sagecrest Drive approximately 665 feet north of Mountain City Highway (APN 006-09C-008).

Jon Bailey explained they are moving along in Autumn Colors. They are starting construction in Phase 3 and have sold all but two lots. They have also submitted a final plat for Phase 4, and only have a few lots in Phase 5. The market they are serving is greatly needed. Talking with Gary Morfin there are only 10 homes in the whole area listed in this price point. They hope to continue to find places to offer that type of subdivision with affordable homes in the City or County, but prefer to work in the City. Before he closed on the land he spoke with staff who felt the annexation was justifiable. He typically doesn't look at anything that doesn't have staff support.

Mr. Magness felt this was a proper annexation, and was in support.

Mr. Draper was also in favor of annexation. He looked at the transportation network and the feasibility study which identifies this entire section as having annexation potential. This is in the 5400 water zone and utilities do extend to the property line. Mr. Bailey intends on doing 11 traditional homes which is considered a subdivision. Therefore the City would be responsible for the full width of Sagecrest Drive, but it wouldn't be a burden.

Mr. Thibault recommended approval.

Mr. Wilkinson recommended approval and explained there are mutual aid agreements in this area for fire response that we are already responsible for. By annexing this in we're able to convert that into assessed valuation within the City. This isn't a liability to Police or burden to other resources. We can gain that population and then the population count factors into the amount of tax dollars that come back to the community.

Chairman Thornton wondered if the sliver of property under this property is going to be developed as well.

Mr. Draper explained it is dedicated to the City for drainage for a 100 year storm event.

Chairman Thornton wanted to verify that we're paving half the road.

Mr. Draper explained that's what we do with any undeveloped roadway. Thirty feet provides two lanes of travel which is also adequate for semis.

Chairman Thornton just wanted to make sure they're not putting the City into any kind of financial obligation.

Commissioner Becker wondered if there are any water rights associated with the property.

Mr. Bailey hasn't checked into it. He could apply for a well permit to secure water rights from the State and then dedicate those rights to the City if that's what they want.

Mr. Draper explained our Utility Director looks at that and didn't have any concerns over the water rights for this property.

Mr. Wilkinson added we have a policy where we can extend water to County property that develops and one of the requirements is that they annex when the City Council requests it. To date, Council has never taken the position that owners must provide water rights upon annexation. Additionally, the potential impact of this development on our existing resources is minimal.

Commissioner Becker thought if we pave half roads and there are no storm water controls on the opposite side then the storm water runs onto the adjacent property owner's land.

Mr. Draper said in this situation there's an existing ditch, but typically the road is sloped so as not to add to that burden if they already have an issue over there.

Mr. Wilkinson noted in addition to that we typically require full-width grading and establish some type of controls on the opposite side.

Commissioner Becker wondered if the water main would extend to the northern boundary of the property.

Mr. Draper said yes as well as the sewer main and storm drain infrastructure.

Mr. Wilkinson pointed out the annexation feasibility report showed potential for all of Section 8.

****Motion:** Forward a recommendation to City Council to adopt an ordinance which approves Annexation No. 2-15.

Commissioner Martinez's findings are the annexation is in conjunction with the City of Elko Master Plan Land Use and Transportation Components, the City of Elko Development Feasibility, Land Use, Water Infrastructure, Sanitary Sewer Infrastructure, Transportation Infrastructure and Annexation Potential Report dated November 2012, Nevada Revised Statutes 268.610 to 268.670, inclusive, City of Elko Zoning Section 3-2-4, and the City of Elko Wellhead Protection Program.

Moved by Aaron Martinez, **Seconded by** David Freistroffer.

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

II. NEW BUSINESS

A. PUBLIC HEARINGS

1. Review and consideration of Variance No. 3-15, filed by Gary and Danette Morfin, for a reduction of the required interior side yard setback from 5 ½ feet to 3 feet for an existing garage, in conjunction with a zone change from C (General Commercial) to RO (Residential Office). **FOR POSSIBLE ACTION**

The subject property is located generally on the north side of Spruce Road approximately 460 feet west of 5th Street. (295 Spruce Road).

Gary Morfin was here in May to request a rezone and at that time there was a request for a parcel map. When doing the parcel map they discovered the structure was within the 5 ½ foot setback. He is okay with the conditions.

Chairman Thornton wondered if the property was surveyed. (Yes)

Mr. Magness explained this parcel existed for a while but now mortgage lending requires residential zoning. With that zoning it needed the variance for the garage. He wanted to make sure his conditions were understood and recommended conditional approval.

Mr. Draper recommended this be in compliance with currently adopted Building Code.

Mr. Thibault recommended approval.

Commissioner Martinez wondered how the garage could meet the current Building Code.

Mr. Draper explained there are methods to make it fire rated.

Commissioner Martinez asked if the applicant was okay with that. (Yes)

Commissioner Becker wondered if there should be a time frame for completing the improvements.

Chairman Thornton thought they always allow a year with variances.

Mr. Wilkinson thought Mr. Morfin could address it within 30 days.

Mr. Morfin explained there is a special product that goes on the exterior, Home Depot can have it here in a week. He was okay with 45 days.

The Commission felt 60 days was sufficient.

Commissioner Martinez felt Mr. Draper's condition needed to be reworded because Mr. Morfin can't meet the criteria of the current Building Code requirements.

Mr. Draper was fine with his condition being modified to compliance with all Building Department's requirements.

****Motion:** Conditionally approve Variance No. 3-15 subject to the following conditions:

1. The detached structure (garage) exterior wall will be in compliance with the required fire-resistant construction as stated in Section R302 of the 2009 International Residential Code within 60 days.
2. The five Planning Department conditions from the Staff Report listed as follows:
 - 1) Rezone application 5-15 and Resolution are approved by the City Council.
 - 2) The exterior side yard setback is reduced from 5.5 feet to 3 feet for the existing structure only.
 - 3) The variance does not apply to expansion or enlargement of the existing structures. The structures may be expanded or enlarged in conformance with City code.
 - 4) The variance terminates if the structures are demolished.
 - 5) Conditions identified in Section 3-2-22(F) apply to the approval.

Commissioner Becker's findings are the variance is in conformance with the City of Elko Land Use and Transportation components, the City of Elko Redevelopment Plan, and the City of Elko Code Sections 3-2-5 (F), 3-2-17, and 3-2-22.

Moved by Joe Becker, Seconded by Tera Hooiman.

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

2. Review and consideration of Rezone No. 7-15, filed by Chad and Kimberly Anderson, for a change in zoning from County AR (Agricultural Residential) to RS (Residential Suburban) upon annexation of property to the city, for the development of two single family residential uses, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the south side of Tamarack Road approximately 320 feet east of Royal Crest Drive (APN 006-09F-024).

Tom Ballew, High Desert Engineering, representing the applicants explained the Andersons purchased the property, and want to get it annexed, rezoned, and then split it in order to build on one parcel and sell the other. They want to mirror the parcels to the northwest.

Mr. Magness explained the area is identified as residential medium-density. Similar lots already exist in the area and this gives a bit more of that orderly development. He recommended approval.

Mr. Draper also recommended approval. One thing in his memo is to include Parcel I in the legal description. When this area was created in 1967 there were roadway easements identified as separate parcels for the adjoining parcel owners which always sold as part of the parcel that was being purchased. In 1970 that wasn't transferred to the new owners. We found the last owner and High Desert Engineering is contacting him to do a quit claim deed.

There was more discussion about Parcel I and the proposed cul-de-sac for Tamarack Road.

Mr. Thibault recommended approval.

Mr. Wilkinson recommended approval upon annexation.

Commissioner Freistroffer was confused because the applicant wants to have septic, but the City's condition is that they need to use the sewer improvement and extend the sewer.

Mr. Draper explained that depends on how fast the commercial property to the north develops. We have dry sewer extended through Tamarack Road which will be extended to the end of their property regardless. If it's still not connected to the main line by the time they develop then they will be allowed to develop a septic system after approval by City Council. If they develop after it's connected to the live sewer then they will have to develop on sewer. We did the same thing for the houses along the west side of Tamarack. At the time of connection to the live sewer the City could require that from them as well.

Chairman Thornton wondered who will have to pave the road.

Mr. Draper said the developer, and then explained if the property to the west is dedicated in the future the City would have to pave that since it is already developed.

Chairman Thornton wondered how the parcel will be split and if there will be access to the second parcel with a cul-de-sac there.

Mr. Draper explained we would make sure there is access during the parcel map review.

Commissioner Becker wondered if Parcel I would need to be dedicated.

Mr. Draper explained it is already an easement for the property owner. That will only need to happen once the property is developed and parceled further.

****Motion:** Forward a recommendation to City Council to adopt a resolution which conditionally approves Rezone No. 7-15 subject to the following condition: Modify the legal description and map for the Zone Change to identify that portion of Parcel "I" as shown on Parcel Map 30415 as being subject to this zone change provided it can be shown that the property is owned by the applicant.

Commissioner Becker'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 City of Elko Code Sections 2-13-3, 3-2-4, 3-2-5(A), 3-2-21, and 3-8.

Moved by Joe Becker, Seconded by David Freistroffer.

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

B. MISCELLANEOUS ITEMS, PETITIONS, AND COMMUNICATIONS

1. Review and consideration of Annexation No. 3-15, filed by Chad and Kimberly Anderson, involving approximately 1.411 acres of property. **FOR POSSIBLE ACTION**

The subject property is located generally on the south side of Tamarack Road approximately 320 feet east of Royal Crest Drive (APN 006-09F-024).

Mr. Magness recommended approval.

Mr. Draper said this is a great application; it's infill. He also recommended approval.

Mr. Thibault recommended approval.

Mr. Wilkinson recommended approval, but felt if Parcel I is owned by someone else then a condition needed to be added that the application not be forwarded until the parcel is owned by the applicant because they don't have a right to annex property that they don't own.

Chairman Thornton pointed out the County's letter said it does have comments, but there was nothing else listed. He felt that was a typo.

Mr. Magness and Mr. Wilkinson stated they usually list their concerns and also felt that was a typo.

Commissioner Becker wondered what incentive the owner of Parcel I has to quit claim that property without financial compensation.

Mr. Draper said he really doesn't, but in the past it always went with the property. We could always do quiet title, but we're just trying to get him to do that.

Mr. Wilkinson noted there are alternatives, but since this is for access it probably is a liability.

Commissioner Becker wondered when and how the City will talk to the owner to the west about dedicating that property to make a full road width, and felt that might be something to clean up.

Mr. Draper and Mr. Wilkinson explained how that was done several years ago. We even went as far as getting it legally described, but the owner didn't want to at the time. It can be paved, but the owner wanted to put up road blocks, so it would be best to get that dedicated.

****Motion:** Forward a recommendation to City Council to adopt an ordinance which conditionally approves Annexation No. 3-15 once the quit claim deed is completed by the Parcel I owner subject to the following condition:

1. The condition in the packet memo listed as follows:

Utilities Department:

Developer north of access road may be extending a sewer main prior to this lot developing. If so, this property would need to connect to sewer rather than installing septic. If not, the sewer main would still need to be extended across the frontage of this parcel by this owner.

Commissioner Martinez's findings are the annexation is in conformance with the City of Elko Master Plan Land Use and Transportation Components, the City of Elko Development Feasibility, Land Use, Water Infrastructure, Sanitary Sewer Infrastructure, Transportation Infrastructure and Annexation Potential Report dated November 2012, Nevada Revised Statutes 268.610 to 268.670, inclusive, the City of Elko Zoning Section 3-2-4, and the City of Elko Wellhead Protection Program.

Moved by Aaron Martinez, **Seconded by** Tera Hooiman.

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

A. PUBLIC HEARINGS

3. Review and consideration of Rezone No. 8-15, filed by BPL Partnership, for a change in zoning from AG (General Agricultural) and R (Single Family and Multiple Family Residential) to C (General Commercial), to merge parcels and construct an additional parking lot for an existing public office facility, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally southwest of the intersection of Ruby Vista Drive and College Parkway (APNs 001-620-072 and 001-620-075).

Floyd Fisk, High Desert Engineering, representing the applicant explained one parcel currently has the State office buildings on it, and the parcel to the west will be developed as a parking lot.

Mr. Magness explained our current zoning allows state offices in a residential zone. We requested this become one whole parcel, and then it made sense to have it zoned commercial which is more in character of what the use is. He recommended conditional approval.

Mr. Draper also recommended conditional approval.

Mr. Thibault recommended approval.

Mr. Wilkinson recommended approval, but wondered if Ruby Vista was dedicated on the adjacent parcel so they can extend the roadway across the entire frontage.

Mr. Draper explained it isn't. That portion of Ruby Vista is owned by the property owner to the north, but there is an easement. We request they contact the owner about dedication.

Commissioner Becker wondered if they will have to add more ADA spaces on the main level with the addition of the parking lot.

Mr. Draper noted yes, but it's based on the total number of spaces on the property.

Mr. Fisk did a parking analysis including the additional spaces, and sufficient ADA parking already exists.

Chairman Thornton assumed there is a need for the additional parking lot.

Mr. Fisk explained employees drive private cars to work but use State cars. If you've been in the area you know there's a lot of parking on the street.

Commissioner Martinez wondered if they will be required to improve the frontage on Parcel 6, and verified that there is an easement across the entire frontage.

Mr. Draper said they will upon development or parceling.

****Motion:** Forward a recommendation to City Council to adopt a resolution which conditionally approves Rezone No. 8-15 subject to the following conditions:

1. Conditions from the packet listed as follows:

Development Department:

(see Memorandum dated June 16, 2015)

1. A new Conditional Use Permit (CUP) is required for the construction of the proposed parking lot per City Code 3-2-10-B-6.
2. Plate 1 shall be modified to show the existing zoning and the proposed zoning.
3. Plate 1 shall provide a description of the curves identified on the map.

Planning Department:

1. A new Conditional Use Permit (CUP) is required for the construction of the proposed parking lot per City Code 3-2-10-B-6.
2. Compliance with all staff conditions.

Commissioner Freistroffer's findings are the zone change conforms to 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 City of Elko Code Sections 2-13-3, 3-2-4, 3-2-10(B), 3-2-21, and 3-8.

Moved by David Freistroffer, Seconded by Tera Hooiman.

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

B. MISCELLANEOUS ITEMS, PETITIONS, AND COMMUNICATIONS

2. Review and consideration of Vacation No. 3-15, filed by Riverside Villas Nevada LLC, for the vacation of the pedestrian easement located on the northwesterly side of APNs 001-630-077 and 001-630-078 consisting of an area approximately 1,400 feet in width by 15 feet in depth, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the northwesterly corner of 12th Street and Opal Drive (1525 Opal Drive).

Bob Morley, High Desert Engineering, representing the applicant explained at the time these parcels were created there was an easement granted for the HARP trail. With the development of Riverside Villas the Fire Department requested a wider fire lane which pushed improvements into the easement. A new easement to replace this one has already been recorded.

Mr. Magness recommended approval.

Mr. Draper recommended conditional approval. We plan on doing some improvements to the HARP trail with a grant we received from NDOT.

Mr. Thibault and Mr. Wilkinson recommended approval.

****Motion:** Forward a recommendation to City Council to adopt a resolution which conditionally approves Vacation No. 3-15 subject to the following condition: The applicant is responsible for all costs associated with recordation of the vacation and the dedication of the easement.

Commissioner Becker's findings are the vacation is in conformance with NRS 278.479 to 278.480, inclusive, the City of Elko Master Plan Land Use and Transportation Components, the City of Elko Redevelopment Plan, and City of Elko Code Sections 3-2-10(B) and 8-7.

Moved by Joe Becker, Seconded by David Freistroffer.

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

3. Review and consideration of Vacation No. 4-15, filed by The Capps Group, Inc. on behalf of Parrado Partners LP, for the vacation of a portion of the Village Parkway and Clarkson Drive rights-of-way consisting of an area approximately 103 feet in width by 5 feet in depth, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the northwest corner of Clarkson Drive and Village Parkway abutting APN 001-630-062.

Bob Morley, High Desert Engineering, representing the applicant explained the existing right-of-way is 60 feet. The extension of Village Parkway will be a 50 foot right-of-way, so this vacation will eliminate the jog in the property line. There will be 7 ½ foot easements granted along the new frontage on the Great Basin Estates subdivision map.

Mr. Magness recommended approval.

Mr. Draper recommended conditional approval.

Mr. Thibault and Mr. Wilkinson recommended approval.

Chairman Thornton saw several non-City utility letters in the packet and wondered if they all responded.

Ms. Hansen explained we never get a response to any vacation from Satview Broadband, and there is a new utility which we also haven't received a response from. What we do is send a second letter just stating their response is required by State law and if they don't respond we will go ahead and record the vacation.

Commissioner Becker wondered if those are sent registered mail or standard mail. (Standard)

****Motion:** Forward a recommendation to City Council to adopt a resolution which conditionally approves Vacation No. 4-15 subject to the following conditions:

1. Conditions listed in the Development Department memo dated June 10, 2015 listed as follows:
 - 1) Written response from all non-City utilities is on file with the City of Elko with regard to the vacation in accordance with NRS 278.480(6) before the order is recorded.
 - 2) The applicant shall record a public utility and drainage easement a minimum of 7.5' in width across the new property line along Village Parkway and Clarkson Drive as well as over any other existing utilities as needed.
 - 3) The applicant is responsible for all costs associated with the recordation of the vacation and the dedication of the easement.

Commissioner Freistroffer's findings are the vacation is in accordance with NRS 278.479 to 278.480, inclusive, the City of Elko Master Plan Land Use and Transportation Components, the City of Elko Redevelopment Plan, and City of Elko Code Sections 3-2-5(E) and 8-7.

Moved by David Freistroffer, Seconded by Tera Hooiman.

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

4. Review and consideration of Vacation No. 5-15, filed by MP Elko LLC, for the vacation of the public access, utility, and drainage easement located generally on the northwesterly side of APN 001-660-0AD consisting of an area approximately 20 feet in width by 106 feet in depth, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the northwesterly corner of 12th Street and Opal Drive (1525 Opal Drive).

Bob Morley, High Desert Engineering, representing the applicant pointed out this is not located on the corner of 12th Street and Opal Drive. It is located on Mountain City Highway where the existing Sears building is by Raley's. He then went over the application. He wasn't aware of any utilities being in the easement.

Mr. Magness wanted to see if the application had to be held because of the notification.

Mr. Wilkinson felt the agenda item itself was correct and the rest after the words for possible action is just background information.

Mr. Magness recommended approval.

Mr. Draper recommended conditional approval.

Mr. Thibault and Mr. Wilkinson recommended approval.

Commissioner Martinez asked if the northerly side was NDOT right-of-way. (Yes) He wondered if there were any other rights-of-way in the complex; not the active parcel being discussed.

Mr. Draper explained there are utility and access easements along each of the property lines, and he thought the entire parking area may also include easements.

****Motion:** Forward a recommendation to City Council to adopt a resolution which conditionally approves Vacation No. 5-15 subject to the following conditions:

1. Written response from all non-City utilities is on file with the City of Elko with regard to the vacation in accordance with NRS 278.480(6) before the order is recorded.
2. The applicant is responsible for all costs associated with the recordation of the vacation and the dedication of the easement.

Commissioner Becker's findings are the vacation is in conformance with NRS 278.479 to 278.480, inclusive, the City of Elko Master Plan Land Use and Transportation Components, the City of Elko Redevelopment Plan, and City of Elko Code Sections 3-2-10(B) and 8-7.

Moved by Joe Becker, Seconded by David Freistroffer.

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

5. Review and consideration of Final Plat No. 6-15 for the Autumn Colors Estates Phase 4 subdivision, filed by Autumn Colors LLC, for the division of approximately 7.25 acres into 25 lots and three remainder parcels for residential development within an R (Single Family and Multiple Family Residential) Zoning District, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located generally on the northeast corner of the extended Snowy River (APN 001-01F-262).

Mr. Bailey explained staff wanted a couple changes to downsize the drainage dedication area. The changes have been made and an updated map has been submitted.

Mr. Magness recommended approval.

Mr. Draper recommended conditional approval. The concern was Parcel 4-SD would have six foot tall weeds in just a couple years which would present a fire hazard and we'd have no good way to access it, so the thought was to extend the lots.

Mr. Thibault recommended conditional approval.

Mr. Wilkinson wondered if the plat would be amended before this goes to City Council. (Yes) He recommended approval.

Chairman Thornton wondered if they could recommend forwarding it since it's being revised.

Mr. Wilkinson noted yes, if you have a good understanding of what the revisions are. We do this frequently when the revisions are minor. If the number of lots was changing or there would be a modification of standards it would need to come back to the Planning Commission.

Mr. Draper showed the revised grading plan on the screen which included the revised lots.

Commissioner Martinez wondered if that was a detention basin.

Mr. Draper said no it's just a channel, and then pointed out the detention basin which is farther to the southeast under the proposed annexation parcel.

****Motion:** Forward a recommendation to City Council to conditionally approve Final Plat No. 6-15 subject to the following conditions:

1. Revision to the final plat before the application goes to City Council.
2. Conditions from the Staff Report listed as follows:

Development Department

(see Memorandum from Development Manager Jeremy Draper dated June 18, 2015)

1. The Applicant shall complete all required subdivision improvements within two (2) years. Approval of the Final Plat shall expire if within two (2) years the applicant has not completed the required subdivision improvements. The applicant may request an extension of time as provided for under provisions of City code.
2. The Utility Department will issue a Will Serve letter.
3. Provide an Engineers Estimate for the required subdivision improvements.
4. Final approval for civil improvement plans.
5. State approvals for the subdivision.
6. A Performance Agreement with regard to the dedicated public improvements shall be in place **prior** to the City of Elko Certifying the Final Map as required in 3-3-44.
7. Appropriate security is required **prior** to the City of Elko Certifying the Final Map as required in 3-3-45.
8. Modify Note 1 to identify the correct number of lots.
9. Adjust the lot lines for lots, 418, 419, 422, 423, 424 and 425, around the drainage channel in Parcel 4-SD to run along the top of the drainage channel to minimize the open space.

Engineering Department

1. Update notes 1 through 3 on sheet 1.

Commissioner Hooiman's findings are the final plat is in conformance with City of Elko Master Plan Land Use and Transportation Components, the City of Elko Redevelopment Plan, the City of Elko Wellhead Protection Plan, and City of Elko Zoning Sections 3-2-3, 3-2-4, 3-2-5(E), 3-2-5(G), 3-8, 3-2-9 (B), 3-2-17, and Chapter 3.

Moved by Tera Hooiman, **Seconded by** Aaron Martinez.

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

III. REPORTS

- A. Summary of City Council Actions.
- B. Summary of Redevelopment Agency Actions.
- 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.
- G. Staff.

FINAL PUBLIC COMMENT PERIOD

There were no public comments made at this time.

NOTE: The Chairman or Vice Chairman reserves the right to change the order of the agenda and if the agenda is not completed, to recess the meeting and continue on another specified date and time. Additionally, the Planning Commission reserves the right to combine two or more agenda items, and/or remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Greg Thornton, Chairman

Jose Negrete, Secretary