



# REGIONAL PLANNING COMMISSION

## MEMBERS

Terry K .Herman, Chair  
Florence 'Marge' Frandsen, Vice-Chair  
Fred Lokken  
Kendall Mattina  
Marvin Moss  
Jim Newberg  
Steve Rogers  
Oscar Sanders  
Mark Sullivan  
Dave Ziegler, Director

## MINUTES

### Regional Planning Commission (RPC) REGULAR MEETING WEDNESDAY, 6:30 P.M., January 28, 2004

The Regional Planning Commission met in regular session in the Washoe County Commission Chambers, 1001 E. Ninth Street, Reno, Nevada and conducted the following business:

The meeting was called to order by Chair Herman at 6:33 p.m.

#### 1. ROLL CALL

The clerk called the roll and the following Commissioners were present: Terry Herman, Marge Frandsen, Fred Lokken, Kendall Mattina, Marvin Moss, Jim Newberg, Steve Rogers, Darrin Georgeson for Oscar Sanders, and William Weber for Mark Sullivan. Commissioners absent were: Oscar Sanders and Mark Sullivan.

Also present were: Dave Ziegler, TMRPA Director; Norman Azevedo, Legal Counsel; Randy Baxley, TMRPA; Connie Anderson, TMRPA; Rosanna Coombes, TMRPA; Patricia Rogers, TMRPA; and Angela Fuss, TMRPA.

#### 2. APPROVAL OF AGENDA

COMMISSIONER LOKKEN MADE A MOTION TO APPROVE THE JANUARY 28, 2004, AGENDA, SECONDED BY COMMISSIONER MATTINA. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) MEMBERS PRESENT.

#### 3. PUBLIC COMMENTS

None

#### 4. BUSINESS OF THE DAY

- A. PUBLIC HEARING - Regional Plan Conformance Review - Washoe County Comprehensive Plan amendment, Paul Olson (TMRPA 03-053) - (1) changing the land use designation from Low Density Suburban and General Rural to Medium Density Rural and Open Space on  $\pm$ 40 acres located  $\frac{1}{4}$  mile southeast of the intersection of Fawn Lane and the Mount Rose Highway and (2) a Washoe County Department of

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Parks and Recreation request changing the land use designation on two parcels totaling ±5.34 acres from Parks and Recreation to Low Density Suburban and Public and Semi-Public Facilities located in the Forest Area Plan area (continued from January 14, 2004).

Commissioners Georgeson and Weber excused themselves from this agenda item due to conflicts of interest because one has the applicant as his client and the other owns property that would be impacted by this development.

Connie Anderson, Regional Planner, stated that the application for this request was sent to the City of Reno for review. Ms. Anderson received a copy of an e-mail from the City of Reno to Washoe County indicating that they have no comments on this amendment request. Ms. Anderson reported that the Department of Water Resources (DWR) recommended that the project be served by municipal sewer. The State Historic Preservation Office (SHPO) noted the presence of a regionally significant site located on the eastern edge of the parcel and recommends that a professional archaeologist reexamine the parcel for regionally significant evidence prior to development.

Ms. Anderson stated that Regional Planning staff meet with Washoe County staff to discuss concerns regarding implementation of Policy 3.1.3. There is a letter from Washoe County staff on page 15 of the meeting packet that resolves those concerns. Regional Planning staff has no other significant issues with this amendment request and recommends that the RPC determine that the Paul Olson amendment and the Washoe County Parks and Recreation amendments conform with the goals and policies of the Truckee Meadows Regional Plan, based on the findings in the staff report.

Commissioner Newberg asked for clarification on SHPO's recommendation. Ms. Anderson stated that there is a regionally significant site located on the eastern edge of the parcel. SHPO recommended that a professional archaeologist reexamine the parcel for regionally significant evidence prior to developing the parcel.

Commissioner Newberg asked how SHPO's recommendation will transpire. Dave Ziegler, Director of Regional Planning, stated that SHPO has been providing comments as a courtesy to the local planning staffs because of their interest in implementation of the Regional Plan. SHPO's recommendations are advisory only for projects on private land.

Commissioner Newberg asked if this amendment request was reviewed by the Community Advisory Board (CAB). Ms. Anderson responded that it was reviewed by the CAB.

Commissioner Newberg asked what comments were made by the CAB. Roger Pelham, Washoe County Community Development, reported on comments made by the CAB. Concern was stated in regard to noticing. Support was stated for the increased size of the lots. No opposition was heard on the proposed density. Support was stated for construction centrally located with the hillsides remaining open space. The CAB is in support of this amendment request.

*[The public hearing was opened.]* There were no requests to speak.

*[The public hearing was closed.]*

COMMISSIONER FRANDBEN MADE A MOTION TO FIND THE PAUL OLSON AND WASHOE COUNTY DEPARTMENT OF PARKS AND RECREATION AMENDMENTS TO

THE WASHOE COUNTY COMPREHENSIVE PLAN TO BE IN CONFORMANCE WITH THE TRUCKEE MEADOWS REGIONAL PLAN, BASED ON THE FINDINGS LISTED IN THE STAFF REPORT, SECONDED BY COMMISSIONER MOSS. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

*[Commissioners Georgeson and Weber returned.]*

- B. PUBLIC HEARING - Regional Plan Conformance Review - Washoe County Comprehensive Plan amendment, NHTF Trust/Larry Green (TMRPA 03-054) - changing the land use designation from General Rural to High Density Rural on  $\pm 5.82$  acres bordering US 395 at the end of Brothers Lane between Nevada 429 and US 395 south in Washoe Valley.

Ms. Anderson stated that a comment was received by Washoe County from the Washoe County District Health Department that test trenches will be required in order to evaluate the suitability to accommodate a sewage disposal field. Washoe County forwarded the amendment application to the City of Reno. Ms. Anderson stated that she was given a copy of an e-mail from the City of Reno stating that they do not have any comments on this amendment request.

Regional Planning staff does not have any significant issues with this amendment request and recommends that the RPC make a determination that this amendment conforms with the goals and policies of the Regional Plan, based on findings in the staff report.

*[The public hearing was opened.]*

Gary Hopper, Applied Engineering, stated that there is sufficient property outside the flood zone designations to be able to do 2.5 acre parcels. The site is suitable for a septic disposal system for the two properties.

*[The public hearing was closed.]*

COMMISSIONER MATTINA MADE A MOTION TO FIND THE NHTF TRUST/LARRY GREEN AMENDMENT TO THE WASHOE COUNTY COMPREHENSIVE PLAN TO BE IN CONFORMANCE WITH THE GOALS AND POLICIES OF THE TRUCKEE MEADOWS REGIONAL PLAN, BASED ON THE FINDINGS LISTED IN THE STAFF REPORT, SECONDED BY COMMISSIONER FRANDBSEN. THE MOTION CARRIED UNANIMOUSLY WITH NINE (9) MEMBERS PRESENT.

- C. PUBLIC HEARING - Regional Plan Conformance Review - City of Reno Master Plan amendment, Tamarack Junction (TMRPA 04-001) - changing the land use designation from Urban Residential/Commercial ( $\pm 9.6$  acres), Mixed Residential ( $\pm 2.5$  acres), and Single Family Residential ( $\pm 2.5$  acres) to Tourist Commercial ( $\pm 14.6$  acres), located on the west side of South Virginia Street, approximately 1,000 feet south of Zolezzi Lane/Arrowcreek Parkway.

Mr. Ziegler stated that Regional Planning staff has not identified any significant impacts that would result from this proposal.

Mr. Ziegler stated that Washoe County approved the existing use on this site under the Land Use Designation and Zoning Transition Program adopted in May 1992. Under that program, the Washoe County Planning Commission would initiate a master plan amendment to properly reflect a use approved under the prior zoning within one year of certain actions. Meanwhile, the project landed in Reno's sphere of influence (SOI) and the City of Reno took extra-territorial jurisdiction over this parcel. The Washoe County Planning Commission report dated September 8, 2003, says the project is not ripe for re-designation. Mr. Ziegler stated that the City changed the proposed zoning on the site from hotel/casino to specific planning district (SPD) in response to the County's concern. The County will also participate in any proposed intensification through the cooperative planning process established under the Settlement Agreement.

Mr. Ziegler stated that Regional Planning staff feels that the proposed land use promotes and does not conflict with the Regional Plan because it is a relatively intense land use, with potential for significant numbers of employees, in a designated Transit Oriented Development (TOD) corridor. Both the County and City staff reports say that the proposed amendment is located in an area where services, utilities and public facilities are available. Policy 1.2.18 of the Regional Plan says that a master plan may continue to recognize existing discretionary approvals or permits granted by a local government prior to the adoption of the 2002 Regional Plan. According to the Reno staff report, the proposed amendment will bring the Washoe County-approved project into conformance with Reno's master plan.

Regional Planning staff recommends that the RPC make a determination that the Tamarack Junction amendment to the City of Reno Master Plan conforms with the goals and policies of the Truckee Meadows Regional Plan, based on the findings listed in the staff report.

Commissioner Newberg asked for confirmation that if this goes to tourist commercial, a hotel could go there. Mr. Ziegler responded that under the tourist commercial land use it could go to a hotel. Mr. Ziegler also stated that the SPD zoning does not allow hotel use.

Commissioner Newberg asked what CAB concerns were reported. Mr. Ziegler responded that they had to do with the height and possibility for hotel use. The proposal to the City of Reno was modified in response to the CAB's concerns.

Commissioner Frandsen asked if the SPD and the Development Handbook limit the height of any building that can be placed on the property. Cheryl Ryan, Senior Planner for the City of Reno, stated that the original conditions of approval are in place. The developer has a height limit of 35 feet. If they want to amend the handbook, it has to go back through the approval process.

*[The public hearing was opened.]*

Adrian Freund, Washoe County, stated that Washoe County did approve this development to expand to 50,000 square feet. Mr. Freund stated that the concern that the County standards be adhered to still exists today. Mr. Freund stated that there is a procedural issue in that the caption title of this item on the agenda does not mention that the actual approved zoning was SPD. The agenda reflects a re-zoning to tourist commercial.

*[The public hearing was closed.]*

Chair Herman asked legal counsel to address the legal noticing relative to tourist commercial zoning.

Norm Azevedo, Legal Counsel, asked Mr. Freund to re-state his concern. Mr. Freund stated that the concern is with respect with how item 4.C is captioned on the agenda. There is no reference to SPD on the agenda for this item. The agenda states the zoning would be changed to tourist commercial.

Mr. Azevedo asked for a two-minute recess to confer with Mr. Ziegler.

*[Chair Herman called a recess at 7:07 p.m.]*

Chair Herman called the meeting back to order at 7:11 p.m.

Mr. Azevedo stated that the agenda description topic delineated under 4.C. is clear and complete within the scope of Policy 241.020. The reference to SPD as delineated on page 31 of the meeting packet does not change the sufficiency of the agenda description. It is appropriate to continue with the public hearing at this time.

Commissioner Moss asked if a development handbook exists for this property now. Mr. Ziegler responded yes. Commissioner Moss asked if the development handbook was developed by the City. Mr. Ziegler responded that it was developed by the property owner's representative and approved by the City.

COMMISSIONER LOKKEN MADE A MOTION TO FIND THAT THE TAMARACK JUNCTION AMENDMENT TO THE CITY OF RENO MASTER PLAN CONFORMS WITH THE GOALS AND POLICIES OF THE TRUCKEE MEADOWS REGIONAL PLAN, BASED ON THE FINDINGS LISTED IN THE STAFF REPORT, SECONDED BY COMMISSIONER MATTINA. THE MOTION CARRIED WITH SIX (6) IN FAVOR AND THREE (3) OPPOSITIONS BY COMMISSIONERS FRANSEN, ROGERS AND WEBER.

- D. WORKSHOP - Discussion and possible direction to staff on pending conformance review of the Regional Utility Corridor Report (RUCR) pursuant to Policy 3.2.3 of the Regional Plan.

Mr. Ziegler stated that Regional Planning staff's recommended process for complying with Policy 3.2.3 is to complete the conformance review of the RUCR at the RPC level with a workshop at tonight's meeting and action at the February 11, 2004, RPC meeting. Assuming that the RPC finds the RUCR in conformance with the Regional Plan, a Regional Plan amendment will be processed incorporating the RUCR by reference, separately.

Mr. Ziegler stated that Regional Planning staff is proposing various editorial changes to the RUCR, which would improve the organization of the report, correct obsolete references to the 1996 Regional Plan, clarify the role of the RPC and the Regional Planning Governing Board (RPGB), recognize that State law and the resolution of the RPC defining the term "project of regional significance", and recognize that State law and the regulations of the RPGB that establish the process for conformance reviews and Regional Plan amendments.

Mr. Ziegler asked for feedback regarding the proposed revisions to the RUCR in general and specifically regarding the Applicability Section. Mr. Ziegler stated that Regional Planning staff's best understanding of the Applicability Section is that it has broad applicability. However, in most circumstances the applicability would be limited to overhead electric lines.

*Public Comment* - Lori Burke asked that the members of the RUCR Committee be notified that this report is being considered for conformance review. While the annotated and re-formatted version of the RUCR may not result in any substantive changes, changes suggested by others, including Sierra Pacific, may confuse the content and intent of the report.

*Public Comment* - Bill Whitney, Washoe County Department of Community Development, stated that Regional Planning staff's suggested changes to the RUCR make sense. Mr. Whitney stressed the importance of keeping this process going forward to find the RUCR in conformance with the Regional Plan.

Chair Herman disclosed that Dan Herman is his brother. Chair Herman stated that he has not talked with Dan Herman about any of the details in this report.

*Public Comment* - Dan Herman stated that the proposed document is hard to read. The intent of the original document was more clear to the average person. Mr. Herman also stated that the language in the Avoidance Section of the RUCR identifying community resources should be added to the revised version.

*Public Comment* - Bill Bennett, Sierra Pacific Power Company, stated that Sierra Pacific would like to be involved in this process and hopes that the Regional Planning Agency (RPA) will include them in the conformance review in the next few weeks. Sierra Pacific is not available on February 11, 2004, for the conformance review. Mr. Bennett asked that the conformance review be scheduled on another day.

Chair Herman asked if Sierra Pacific supports the original RUCR in its substantive intent. Mr. Bennett responded that there are some items that Sierra Pacific would like to discuss and change. One item is regarding electro magnetic fields (EMF).

Chair Herman suggested that Sierra Pacific provide information relative to the corridor plan and all issues related to EMF to the RPA. Mr. Bennett agreed to provide that information.

Commissioner Newberg asked if Sierra Pacific is in agreement with the Truckee River Corridor and the protection of these areas that are near Mt. Rose Highway and Pyramid Highway. Mr. Bennett responded that Sierra Pacific is in support of that in general. We support the aesthetics of all the view sheds and corridors.

Commissioner Newberg felt that the new proposed amendments are clear with the exceptions of the corridor and EMF items that need to be discussed further.

Commissioner Georgeson asked where the text regarding Pyramid Highway was included in the re-formatted RUCR. Ms. Anderson stated that the language appears in Section F on page 100 of the meeting packet. Mr. Ziegler stated that Regional Planning staff will take a look at that and clean it up.

Commissioner Mattina stated that she does like the new document. Things are more succinctly said with an affirmative vocabulary.

Chair Herman suggested rescheduling the conformance review for the second RPC meeting in February so that Sierra Pacific can provide input on EMF. Chair Herman made the following comments/suggestions regarding the RUCR: 1) Make sure applicability is appropriate; 2) The avoidance issue may be just organizational; 3) The procedural issues Regional Planning staff addressed

are appropriate; 4) This document should be completed as soon as possible so future major regional utility applications get a proper review; 5) The goals in the Executive Summary are very appropriate; 6) A good definition of EMF is needed; 7) Need to review the items listed on page 74 in the meeting packet under the Mitigation Section for applicability; 8) A good definition of applicability is needed; and 9) Standards are needed that go to impacts to the community, i.e., visual and community compatibility.

Commissioner Frandsen asked where the Mitigation Section is in the revised document. Randy Baxley, Senior Regional Planner, responded that the mitigation information in the revised document is on page 101 of the meeting packet under item 12.

Mr. Ziegler stated that there might be some helpful subheadings or other organizational tools that can be put in the revised document that will make it a little more user friendly.

Ms. Burke stated that the idea in the original document was not to increase exposure to EMF by using the appropriate separation distances for lot sizes.

Commissioner Frandsen stated that she attended several meetings during the creation of the original RUCR and Sierra Pacific did provide technical, professional guidance.

Commissioner Moss asked if this report would be credited to the original committee or to the RPC. Chair Herman responded that the original report should be credited to the original committee and the amendment should be credited to the group making the amendment.

E. WORKSHOP - Discussion and possible direction to staff on proposed Regional Plan amendments:

- 1) Proposed amendment to Map 6 to adjust the boundary of the Reno-Stead Corridor joint planning area for Sky Vista Parcel E.

Mr. Baxley stated that this amendment would remove one parcel of approximately 3.45 acres from the plan area and include a parcel of approximately 1.0 acre into the plan area. That 1.0 acre parcel is part of the North Valleys Regional Parks complex. The rest of the park site is currently within the boundaries of the joint plan. The result of the proposed amendment would be to establish Sky Vista Parkway as the western boundary of this portion of the joint plan area. There are no land use changes being proposed. Regional Planning staff will bring this to the next RPC meeting for a conformance review.

- 2) Proposed policy and map amendments related to resort destinations.

Rosanna Coombes, Long-Range Community Relations Planner, stated that following a comprehensive review, Regional Planning staff found that other jurisdictions do not plan resort destinations at the regional level. Resort destinations are managed at the local level and are treated as special planning areas (SPA) or planned unit developments (PUD). Ms. Coombes stated that the SPA/PUD approach would not help in trying to look at resort destinations from a regional perspective. Regional Planning staff decided to look at the issue of regional form within the Regional Plan. Ms. Coombes stated that in order to establish Resort Service Areas (RSA) and to address resort destinations, Regional Planning staff is proposing four types of amendments to the plan. Ms. Coombes reviewed proposed amendments to Policy 1.1.6, Policy 1.1.14, the Glossary of Terms, and Map 2 of the Regional Plan.

Ms. Coombes stated that Regional Planning staff has met with the planning directors of the three local governments and representatives of Mt. Rose/Ski Tahoe to gain input and feedback on the draft policies. Comments provided by all parties have been incorporated into the proposed amendments. To date, all parties are supportive of the approach.

*Public Comment* - Bill Thomas, Mt. Rose/Ski Tahoe, stated that he supports the proposed amendments prepared by Regional Planning staff.

Commissioner Rogers asked if there will be any chain or retail stores in the RSA. Ms. Coombes responded that there may be permanent fixtures associated with a resort destination. It is designed to be permanent fixtures and is not meant to facilitate events. What may be contained within the development will be specified within the RSA plan that is developed.

Commissioner Newberg asked if housing for employees would include additional condominiums. Ms. Coombes responded that the intention for the housing or accommodation is to be designed for transient guests.

Mr. Ziegler stated that there would be a primary use and certain accessory uses on the site. The idea is to avoid two primary uses on the site. Commissioner Newberg asked if the second primary use would be full-time residential buildings. Mr. Ziegler responded that it could be full-time residential buildings or large-scale retail buildings. Commissioner Newberg asked that this be clarified in the proposal.

Chair Herman asked if a down-scale retail mall would be allowed. Ms. Coombes responded that specific criteria can be put into the proposal. The intent is to provide a broad framework to allow local government to help define specific requirements.

Commissioner Georgeson asked if different property owners within a RSA would be able to develop their property under the guidelines based on the boundary this proposal is setting. Mr. Coombes responded that is correct.

Commissioner Georgeson asked if the RSA on Map 6 is going to be better defined in the final draft. Ms. Coombes responded that the RSA plan will define specific boundaries.

Commissioner Moss stated that the three local entities will be developing the specific plans. The RPC needs to give sufficient guidelines regarding what is acceptable. Ms. Coombes responded that is correct.

Commissioner Lokken asked if any other areas that wanted resort destination area designation would come through as an amendment. Ms. Coombes responded that is correct.

Chair Herman suggested developing a standard including specific definitions that would prevent the abuse of the on-site residential component. Mr. Thomas stated that sometimes specificity can backfire. Chair Herman agreed that specificity can be double-edged. Chair Herman stated that if mistakes are made in designing the standards, they can be fixed.

- 3) Proposed amendments to Maps 2 and 3 to make technical corrections to the Development Constraints Area (DCA).

Angela Fuss, Planning Analyst, stated that after the Regional Plan was adopted, local government staff and Regional Planning staff started to look at the DCA in more detail and identified a number of parcels

that are incorrectly shown as development constrained. Regional Planning staff has been working on a process to refine the methodology used and to better capture the areas defined as development constrained. Ms. Fuss reviewed the corrections made by Regional Planning staff.

Technical corrections to the DCA will improve the accuracy of the maps; however, it is not practical to rely on the maps for complete precision. Keeping in mind that the policies in the Regional Plan supersede the maps, a disclaimer has been added which recognizes potential errors in the maps, and provides that mapped information is subject to verification.

Chair Herman stated that this is a work in progress and there will be technical corrections. An administrative procedure is needed for approving corrections being made. This is a good start in the right direction.

Commissioner Lokken stated that it would be wise to make sure that the criteria used is attached.

Commissioner Rogers stated that he would like to see it more accurate. This is a good start.

F. Discussion and possible direction to staff on 2005 legislative strategy.

Patricia Rogers, Community Outreach Assistant, stated that there have been no major developments affecting the 2003 legislation of current interest since the January 14, 2004, RPC meeting. Regional Planning staff will continue to monitor the legislation.

Regional Planning staff is exploring the possibility of obtaining a separate funding source for the program of regional planning. After researching the model used in the consolidation of animal services it appears that if the budget for Truckee Meadows Regional Planning Agency (TMRPA) is split based on assessed valuation, contributions from Washoe County would remain about the same, Reno's contribution would increase, and the Sparks contribution would decrease. We would be looking at a 30/50/20 contribution rather than the current 30/40/30 contribution.

Ms. Rogers reported that the RPGB continued discussion on the legislative MOU and the possibility of using an outside legislative consultant to their February 12, 2004, meeting.

Commissioner Lokken stated that there is a need for a broader sense of what is regional. Either in workshop format or as a joint meeting issue a discussion is needed regarding a broader region that would acknowledge the growth out to Fernley and down towards Carson City so that we can get a multi-county dialogue going.

Chair Herman stated that there should be one water jurisdiction provider in Truckee Meadows. Chair Herman asked that the RPGB consider putting this on their list of legislative items. There should also be only one Capital Improvement Program.

**5. DIRECTORS, MEMBERS, AND LEGAL COUNSEL INFORMATION ITEMS**

A. Report on actions and agendas of the Regional Planning Governing Board.

Mr. Ziegler stated that the RPGB will meet on February 12, 2004. Mr. Ziegler reviewed the tentative agenda items that will be considered by the RPGB.

Commissioner Lokken felt that the RPC should have some input in the evaluation of the Executive Director. Commissioner Lokken stated that he would like the opportunity to indicate to the RPGB what a fine job Mr. Ziegler has been doing.

B. Legal counsel's report

- 1) Status report and possible direction to staff regarding the implementation of the settlement agreement in District Court Case CV02-03469, including but not limited to, action arising from the hearing held on December 19, 2003, in the 2nd Judicial District Court.
- 2) Status report on the hearing to be held on January 27, 2004, in the 2nd Judicial District Court regarding the Settlement Agreement dated October 17, 2002.

Mr. Azevedo participated in a status hearing yesterday for Judge Hardesty that addressed two of the topics raised on December 19, 20003. The topics reviewed by Mr. Azevedo included sequencing of cooperative planning and provision of water in the Verdi area.

- 3) Status report and possible direction to staff on the Washoe County and Sun Valley GID appeal to the 2nd Judicial District Court of RPGB Decision 03-02 in Case DR03-001-RPGB: Washoe County and Sun Valley General Improvement District appeal of Regional Planning Commission Decision 03-03 in dispute resolution case DR03-006-RPC.

Mr. Azevedo reported that statements of intent to participate have been filed by the RPGB, the City of Sparks, the City of Reno, Washoe County and the Sun Valley General Improvement District (SVGID). The TMRPA did file the administrative record on appeal. The County confirmed yesterday in the court room that they will be filing a district court action to contest the finding of the RPGB with respect to the Reno Annexation Program.

## 6. REQUESTS FOR AND ACTION ON FUTURE AGENDA ITEMS

- A. Tentative RPC meeting schedule for February and March, 2004.

Mr. Ziegler reviewed tentative agendas for the RPC's February meetings.

- B. Discussion of the 2004 schedule of RPC actions.

Mr. Ziegler stated that the detailed 12-month schedule will be provided to the RPC once a month.

## 7. WRITTEN CORRESPONDENCE

Mr. Ziegler stated that the City of Reno provided written correspondence confirming that they had an opportunity to review the Burkhart proposed amendment to the Washoe County Comprehensive Plan and had no comments. Regional Planning staff will issue an action letter on the Burkhart conformance review tomorrow.

## 8. PUBLIC COMMENT

Chair Herman asked if there are pro-rates for income that do not require filing of a financial disclosure statement. Commissioner Lokken asked if there was a change made that would require a financial

disclosure statement to be filed only if \$5,000 or more in compensation is received. Mr. Azevedo responded that he would look into it and provide a written response for the RPC members. Chair Herman asked Regional Planning staff to have Mr. Azevedo's response e-mailed to the RPC members.

Commissioner Frandsen asked if it is within the RPC Chair's authority to ask all of the entities to respond to each other when projects are given to them to review. Chair Herman responded that Mr. Ziegler will have Regional Planning staff set up a procedure requiring the entities to respond in a formal manner.

Mr. Ziegler stated that Regional Planning staff will let the planning directors know that we will be screening conformance review submittals at the time they are submitted to make sure they are complete with regard to the cooperative planning requirements.

## **9. ADJOURNMENT**

Chair Herman adjourned the meeting at 9:00 p.m.

Respectfully submitted by Christine Birmingham.

Reviewed by:

Approved by:

\_\_\_\_\_  
Dave Ziegler, Director  
Truckee Meadows Regional Planning Agency

\_\_\_\_\_  
Terry K. Herman, Chair  
Regional Planning Commission

**APPROVED BY THE REGIONAL PLANNING COMMISSION IN SESSION ON \_\_\_\_\_,  
2004.**