

CARLIN PLANNING COMMISSION
CITY OF CARLIN, STATE OF NEVADA
REGULAR MEETING
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
February 5, 2014 7:00 p.m.

Call to Order and Roll Call:

- a. The meeting was called to order by Chairperson David Jones at 7:04 p.m.
- b. Commission Members Present: Chairperson David Jones, Vice Chairperson Karla Jones, Member Anna Dean by phone, Member Michael Tangreen
- c. Absent: Member Isabella Bender Member Colleen Metzger
- d. Staff: Assistant City Clerk Diana Nichols, Councilperson Lincoln Litchfield
- e. Public: Angela Hansen

I. Review and Discussion of the Carlin Master Plan draft document by CTA

Architects/Engineers and all related matters. (For possible Action Item)

1. Angela Hansen, CTA, reported the members were issued a draft document from CTA and since then the company has continued to pick up changes. She stated she met with City Manager Glenn Trust in January. She stated there was a 15% response from the community. She noted CTA also looked at the zoning and land use and she would like to have a copy of the new zoning document.
2. Vice Chairperson Karla Jones stated that everything would probably change on that document and it would not go to Council until sometime in March or April. She stated she is not expecting Title 3 until later in November.
3. Angela Hansen noted some of the information being presented has been revised since meeting with City Manager Glenn Trust. She stated they were able to identify specific actions and objectives from the survey. She stated they recommend a Tax Increment Finance District (TIFF) to encourage redevelopment and private reinvestment into the community. She stated after looking at Nevada and the economics, they have pushed away from that idea at the moment. She noted they replaced this with “seeking other funding options” and have developed a table of funding from a federal level. She noted they have also identified areas in the community, either vacant or bare ground, under Housing.
4. Vice Chairperson Karla Jones stated they would have to update pages 83-84 “Affordable Housing” due to the change in the Title.
5. Angela Hansen reported that “Transportation” discussed public/private partnerships so that when development occurs, the street networks are appropriately maintained and planned to accommodate future growth. She noted they have included the city taking over Action 5, Develop a Capital Improvement Plan and Schedule rather than the homeowner.
6. Member Mike Tangreen stated he believes it is city property and therefore a city problem.
7. Chairperson David Jones stated he is “torn” on this subject, as the City struggles and does not have the funds.
8. Angela Hansen inquired how the community keeps free of lawsuits against the City due to the lack of accessible routes. She discussed the problems.
9. Member Mike Tangreen stated that Carlin has to “change the way we behave” because the surrounding communities have increased in growth. He stated that is not the case for Carlin.
10. Angela Hansen stated there is funding available for safe routes to schools, etc. She noted if it is not in the master plan, they cannot get a grant.

11. Vice Chairperson Karla Jones stated the walkway over the bridge needs to be addressed.
12. Discussion was held on the Public Services, which included a larger number of community needs.
13. Chairperson David Jones stated those developers who come from other areas are complimentary to everyone involved in working with them and to the city itself. He stated Carlin is unique in that a developer can visit with the Council without paying money in advance to do so. He noted it costs \$10,000 in Reno and the Carlin population does not understand that benefit exists.
14. Angela Hansen inquired about streamlining the process.
15. Chairperson David Jones stated it is a matter of educating the public. He stated a lot of this is lengthened because of outside requirements such as those of the State Fire Marshal. He stated the process in Carlin may be a little “too quick” because the state cannot keep up with it.
16. Vice Chairperson Karla Jones stated they might have to put all the permits in the Plan that people have to get to assist them as a means of helping them.
17. Member Mike Tangreen stated it would be beneficial to have a checklist.
18. Angela Hansen stated they would rework the language for Number 7. She stated they made Parks and Recreation its own subcategory due to the input they received. She noted parks are based on population. She noted what the assessor is calling parks within the community, they are short on park land and in the land use map they would be showing additional park space.
19. Member Mike Tangreen inquired about the study area acres.
20. Angela Hansen stated including the Chinese Gardens and everything there is 82 acres.
21. Discussion was held on the amount of acreage for parks and recreation.
22. Angela Hansen stated they recommend re-establishing a park board to oversee.
23. Vice Chairperson Karla Jones stated they have one already.
24. Angela Hansen stated they were told they had disbanded.
25. Chairperson David Jones inquired about the Equestrian Park.
26. Angela Hansen noted they counted that as a “special use”.
27. Discussion was held on the motocross park and a lease with the City.
28. Vice Chairperson Karla Jones inquired who designates parks.
29. Angela Hansen stated the City can define what a park is. She noted that is one of the ways a City holds land out of development for their future use. She noted comments on having a recreation center were frequent.
30. Vice Chairperson Karla Jones stated if it is not listed in the plan, it would not be available for grant.
31. Chairperson David Jones inquired why they couldn’t put in a swimming pool that a fee is assessed to go into an account so that it would be self-maintained.
32. Angela Hansen stated pools are not traditionally self-sustaining.
33. Vice Chairperson Karla Jones stated she has concern that if things are not listed, they could not get funding. She inquired if it has to be in the vision matrix.
34. Angela Hansen informed the Board that Battle Mountain is in the process of a putting in a recreation center and Carlin could use that as a case study. She stated they are including trails along the river in their proposal to attract tourism.
35. Member Mike Tangreen stated he talked to TS and they are thinking about getting rid of some of their land if it would help the community.
36. Angela Hansen stated there are grants available now for alternative energy. She stated they included an implementation plan that had estimated time of completion. She stated typically the responsible party is the City’s Planning Department, which Carlin does not have.
37. Discussion was held on the map. Various zones and their placement within the city, as well as the addition of commercial office and the correction of some areas.

38. Discussion was held on a full service large truck stop on the west side, as there is none from Reno to Wells.
39. Angela Hansen spoke to holding a market study to see if the area would support the truck stop they are envisioning and let the “numbers tell you” and at that time market it.
40. Chairperson David Jones stated it would be supported. He noted the main problem at Pilot is the congestion.
41. Angela Hansen stated they would show a commercial area around the interchange on the map. She noted they put in green space when there are flood plain issues to limit the loss and the economic benefit of having those attract tourism.
42. Discussion was held on the different industrial zoning designations.
43. Angela Hansen stated they would need to have those designations.
44. Chairperson David Jones stated the main source of water has been protected.
45. Vice Chairperson Karla Jones stated they have to figure out Doug Martin’s zoning.
46. Discussion ensued on the map layout.
47. Discussion was held on a frontage road.
48. Angela Hansen explained the document outlines where the City would like to be in the next 5-10 years and is a guide to getting those things accomplished. She noted it is a living document that evolves and is updated periodically. She noted she would make the changes and provide those to the Board.
49. Member Mike Tangreen stated Little America might be interested in a truck stop.
50. Vice Chairperson Karla Jones stated the Fire Department of 35 members should be included, as well as the two fire stations. She noted they have two full-time EMTs, but the volunteer numbers change all the time.
51. Angela Hansen stated the members could send in updates or comments to her at any time.
52. Vice Chairperson Karla Jones stated she is “grateful” for having it done and it is easy to read.

II. Review and Discussion of the Carlin zoning codes draft sent over from Attorneys office, and all related matters. (For Possible Action Item)

1. **Vice Chairperson Karla Jones moved to table approval of Carlin zoning codes draft changes, and all related matters. Member Mike Tangreen seconded the motion. The motion carried.** There was no further discussion.

III. Approval of Minutes of the Carlin Planning Commission for November 6, and December 4, 2013 and all related matters. (For Possible Action Item)

1. **Vice Chairperson Karla Jones moved to table approval of the November 6, 2013 meeting, and all related matters. Member Mike Tangreen seconded the motion. The motion carried.**
2. **Vice Chairperson Karla Jones moved for approval of the December 4, 2013 meeting, and all related matters. Member Anna Dean seconded the motion. The motion carried with Chairperson David Jones abstaining.**

IV. Comments by the General Public-Pursuant to NRS 241.020(2C), this time is devoted to comments by the Public and discussion regarding those comments. No action may be taken upon a matter raised at this time until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)

1. Councilperson Lincoln Litchfield requested email addresses for the Title 3 chapters 1-15, so he can send them to the members and expedite the process.

V. Adjournment (Action Item) The meeting was adjourned at 8:43 p.m. by motion of Member Mike Tangreen, seconded by Member Anna Dean. The motion carried.

February 5, 2014

APPROVED:

Chairperson David Jones

ATTEST:

Assistant City Clerk Diana Nichols