

CARLIN PLANNING COMMISSION
CITY OF CARLIN, STATE OF NEVADA
REGULAR MEETING
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
January 6, 2016 @ 7:00 p.m.

Call to Order and Roll Call:

- a. The meeting was called to order by Chairperson Karla Jones at 7:01 p.m.
- b. Commission Members Present: Chairperson Karla Jones, Vice Chairperson Anna Dean, Member Isabella Bender, Member William Bender, Member Khatlyn Micheli,
- c. Absent: Member Mike Tangreen
- d. Staff: Assistant City Clerk Jana Moyes, Vice Mayor Lincoln Litchfield
- e. Public: Jackie Wiscombe

I. 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. None.

II. Review and discussion of the corrections of Chapter 6, 7, 8, 9 and 10 of Title 3 Zoning Regulations, and all related matters. (Possible Action Item)

1. Member William Bender inquired if the 40 feet for a front yard in 3-6-6 is a setback and if so is the setback assumed.
2. Chairperson Karla Jones responded affirmatively.
3. Member William Bender stated 3-10-3 C mentions the setbacks.
4. Chairperson Karla Jones explained 3-10-3A B C does not use that the same as in the yards description. She discussed the highway rules. She stated they would have to bring back all of the approved chapters and include "setback" if that was the pleasure of the Board.
5. Vice Mayor Lincoln Litchfield stated 3-6-6 A and B should end with a comma. Vice Mayor Lincoln Litchfield stated that should be the same throughout the document where commas should be.
6. Member William Bender stated in each of permitted uses, there is some type of food or blood borne pathogen material being allowed to accumulate. There should be refuse storage.
7. Chairperson Karla Jones stated they are under Conditional Uses and in Chapters 9 and 10 that is something they need to work on. She inquired about the rules for dumpsters.
8. Assistant Jana Moyes stated she did not know.
9. Vice Mayor Lincoln Litchfield stated he thinks it is a requirement now by the county so it is not something they should add.
10. Chairperson Karla Jones stated any commercial zones have to have an opaque wall around the dumpsters. The only ones that do not are government ones. She agreed they do not need to add it.
11. Vice Chairperson Anna Dean stated 3-6-3 D, "kennel should be lower case with a space between.
12. Chairperson Karla Jones stated she pulled out the current Title 3 and noted there were a couple of things they have not listed: Boarders are allowed in the home in rural residential and it is not allowed now, and also a dwelling of a resident can be used as an office for conduction of professional services or other occupations. "We have allowed that in all Title 3 currently".
13. Vice Chairperson Anna Dean and Chairperson Karla Jones both stated to add Boarders permitted in the resident's homes under Conditional Use.

14. Chairperson Karla Jones stated if they had a ranch, they could not allow the ranch hands to use one of their rooms, because it is not currently allowed. She would have to build a home for them to live in.
15. Vice Mayor Lincoln Litchfield stated it should be a permitted use.
16. Chairperson Karla Jones discussed enforcement. She stated they are going to have to decide if they want it in the title by taking a vote.
17. Vice Chairperson Anna Dean stated she had no problem adding it to the rural classification.
18. Chairperson Karla Jones stated in the existing code under 3-6-2, page 2 Permitted Uses, C add the keeping of boarders and the renting of rooms by resident's families, provided that the rooms are part of the main building. Small discussion was held.
19. Member William Bender stated they should put in dialogue specifically about ranch hands.
20. Chairperson Karla Jones stated she did not want to do that. 3-6-2 add J. keeping of boarders and the renting of rooms by resident's family provided that the rooms are part of the main building.
21. Discussion was held on signage and home businesses that are on the property without outside evidence.
22. Chairperson Karla Jones noted they should add "K. Use of a dwelling by a residence as an office for the conduct of professional services or any other customary home occupation provided there is no outward evidence of such use other than a permitted sign. She inquired if they wanted to add setbacks.
23. Vice Mayor Lincoln Litchfield stated he does not think they need to add it.
24. **Vice Chairperson Anna Dean moved for approval of the changes to Chapter 6 of Title 3 Zoning Regulations. Member Isabella Bender seconded the motion. The motion carried.**
25. Member William Bender stated in General Commercial Chapter 7, Purpose 3-7-1 should be corrected to read "permit process".
26. Chairperson Karla Jones stated under 3-7-4 C should read: the "adopted" International Building Code. She explained this would be from the current IBC. Commas should be placed at the end of 3-7-4 A. and B.
27. Vice Chairperson Anna Dean stated 3-7-7 A. spacing should be corrected.
28. **Member Khatlyn Micheli moved for approval of the changes to Chapter 7 of Title 3 Zoning Regulations. Vice Chairperson Anna Dean seconded the motion. The motion carried.**
29. Member Khatlyn Micheli suggested that 3-8-2 I be adjusted to right to line up.
30. Chairperson Karla Jones stated 3-8-4 A and B should be followed by commas and 3-8-4 C should read: the "adopted" International Building Code. 3-8-7 A. B. and C. should also have commas.
31. Vice Chairperson Anna Dean stated a period should be added to 3-8-9.
32. **Member Isabella Bender moved for approval of the changes to Chapter 8 of Title 3 Zoning Regulations. Vice Chairperson Anna Dean seconded the motion. The motion carried.**
33. Chairperson Karla Jones 3-9-3 B suggested Restricted Commercial Zone be capitalized.
34. Vice Mayor Lincoln Litchfield suggested a space be deleted in 3-9-3 A. after the parentheses.
35. Member William Bender agrees there should be no outdoor storage, but inquired about a metal building.
36. Vice Chairperson Anna Dean stated the people there need a building because they have wells.
37. Chairperson Karla Jones stated they should add 3-9-2 C. Accessory Building.
38. **Member Khatlyn Micheli moved for approval of the changes to Chapter 9 of Title 3 Zoning Regulations. Member William Bender seconded the motion. The motion carried.**
39. Chairperson Karla Jones stated Chapter 10 is a new chapter they have not worked on.
40. Jana Moyes discussed 3-10-7.
41. Chairperson Karla Jones stated it should be kept it as is.
42. Member William Bender suggested 3-10-1 should read "city" instead of township.
43. Chairperson Karla Jones noted in the same paragraph, "further intended" should be spaced, as well as "other commercial", capitalize "Chapter" and Conditional Use Permit, delete (3-10-2).

- She noted conditional uses are in Chapter 10-28. She stated that if “you were going to build on the highway, you would need a Conditional Use Permit” and she is not sure why.
44. Discussion ensued about the corridor.
 45. Vice Mayor Lincoln Litchfield stated that he thinks the conditional permit came into play when they were discussing hotels at the exits and this allowed the City to control that type of growth and what is on the corridor.
 46. Chairperson Karla Jones discussed the difference of a special to conditional use permit.
 47. Vice Mayor Lincoln Litchfield stated there are all the other different things that go along with highways, such as NDOT and federal rules. There are already a lot of conditions placed on them.
 48. Chairperson Karla Jones stated that she is not sure if they should use the term conditional use in this and suggested it say Permitted Uses: Uses Permitted Through a “C 4 Permit”. She questioned whether it should also say “fee”.
 49. Vice Mayor Lincoln Litchfield stated they would probably have to add the code that regulates the fees they have.
 50. Chairperson Karla Jones inquired if they should include the permitted uses and the definitions.
 51. Discussion ensued.
 52. Chairperson Karla Jones stated it has to be called something different than what is in Chapter 20.
 53. Discussion was held on the cost.
 54. Chairperson Karla Jones stated with no fee and no one-year review. She suggested they table the chapter.
 55. **Vice Chairperson Anna Dean moved to table approval of Chapter 10 of Title 3 Zoning Regulations. Member Isabella Bender seconded the motion. The motion carried.**

III. Review, discussion, and possible approval of the Minutes of the Carlin Planning Commission for August 5, 2015, September 2, 2015, October 14, 2015, November 4, 2015 and December 2, 2015 and all related matters. (For Possible Action)

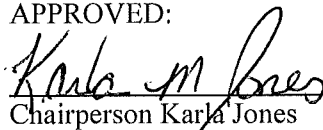
1. **Member Khatlyn Micheli moved for approval of the Minutes of the Carlin Planning Commission for August 5, 2015 and all related matters. Member Isabella Bender seconded the motion. The motion carried. Vice Chairperson Anna Dean abstained.**
2. **Vice Chairperson Anna Dean moved for approval of the Minutes of the Carlin Planning Commission for September 2, 2015 and all related matters. Member Isabella Bender seconded the motion. The motion carried. Chairperson Karla Jones abstained.**
3. Spacing on Page 2 of October 14 was deleted.
4. **Member Isabella Bender moved for approval of the Minutes of the Carlin Planning Commission for October 14, 2015 and all related matters. Member William Bender seconded the motion. The motion carried. Vice Chairperson Anna Dean and Member Khatlyn Micheli abstained.**
5. Jana Moyes explained in the Minutes for November 4 there are highlighted areas where it was difficult to hear what was being said.
6. Corrections were made to the spacing of names, and on III 6 “this” should be changed to “pets. V. 3. Should read Chapter 27 and 5. Should be “did” instead of “fid”.
7. **Vice Chairperson Anna Dean moved for approval of the Minutes of the Carlin Planning Commission for November 4, 2015 with corrections and all related matters. Member Khatlyn Micheli seconded the motion. The motion carried. Member Isabella Bender and Member William Bender abstained.**
8. There was no action taken on the December 2, 2015 “lack of a quorum” meeting.

IV. Review and discussion of the creation of a section addressing Poultry and Kennels for Title 3 Zoning Regulations of the Carlin City Code and all related matters. (For Possible Action)

1. Chairperson Karla Jones stated they were going to start working on this, but since there was no quorum, there was some discussion. She suggested they make it a conditional use on each of the chapters.

2. Vice Mayor Lincoln Litchfield agreed.
 3. Chairperson Karla Jones stated if they want chickens, horses, cows, goats, bees, snakes, whatever, they should have to come to the Planning Commission and it should go out to the neighbors so they can complain against it. She does not think they should have a code.
 4. Vice Mayor Lincoln Litchfield stated he would not want to see it in high density.
 5. Chairperson Karla Jones agreed.
 6. Vice Chairperson Anna Dean stated she believes 6 chickens total.
 7. Member William Bender stated mobile home park property owners would have to come for the conditional use permits.
 8. Chairperson Karla Jones stated they would bring back this issue in each Chapter and determine the language for each.
 9. Vice Mayor Lincoln Litchfield stated they could speak to the intended language of each chapter.
 10. Chairperson Karla Jones stated Chapter 3 High Density would include a note that says the keeping of livestock and poultry is not permitted under H. – “The keeping of any animal other than cats, dogs, or caged birds is prohibited”. She stated they would like to add, “F. Under Permitted Uses for the keeping of cats, dogs, caged birds and household pets for personal enjoyment”. Chapter 4 is Medium Density “3-4-2 C. Permitted Uses for the keeping of cats, dogs, caged birds and household pets for personal enjoyment”. Conditional Uses M. would read “The keeping of poultry, livestock or other animals for commercial or household use.”
 11. Vice Mayor Lincoln Litchfield stated they would then just use that wording for the rest of them.
 12. Chairperson Karla Jones stated there would be conditions for anyone wanting to sell an animal and conditions on how to eliminate them. “If you wanted chickens you would have to come to the board to request them under a conditional use, have neighbors comment, and discuss the fee. It will cost them and it will be reviewed every year”. Medium density might allow ferrets, fish tanks, etc. Chapter 17 and 18 Mobile Home Parks: 3-17-2 C. “Permitted Uses: the keeping of cats, dogs, caged birds and household pets for personal enjoyment”. Conditional use will copy high-density regulations. Chapter 18 RV Parks: would be the same as High Density.
 13. **Member William Bender moved to approve addressing Poultry and Kennels for Title 3 Zoning Regulations of the Carlin City Code in the appropriate Chapters. Vice Chairperson Anna Dean seconded the motion. The motion carried.**
- V. **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. None.
- VI. **Adjournment (Action Item) The meeting was adjourned at 8:35 p.m. by motion of Vice Chairperson Anna Dean, seconded by Member Khatlyn Micheli. The motion carried.**

APPROVED:


Chairperson Karla Jones

ATTEST:


Assistant City Clerk Jana Moyes