
Carlin Planning Commission

**CARLIN PLANNING COMMISSION, CITY OF CARLIN, STATE OF NEVADA
REGULAR SESSION AGENDA**

**Carlin Municipal Courtroom – 101 S. 8th Street Carlin, Nevada
Wednesday – February 1, 2017– 6:30 P.M. – Carlin City Hall**

1. Call to Order and Roll Call.

A. Chairperson Karla Jones called the meeting to order at 6:42 p.m.

B. Members Present:

Chairperson	Karla Jones
Vice Chairperson	Anna Dean
Member	Isabella Bender
Member	William Bender
Member	Donnetta Skinner

C. Members Absent:

Liaison Vice Mayor	Lincoln Litchfield
Member	Katelyn Micheli

D. Administration Staff:

Assistant City Clerk	Melinda Harris,
City Clerk	LaDawn Lawson

E. Public:

2. **Public Comment** – This time is devoted to comments by the general public and discussion to 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. Pursuant to NRS 241.020. **(Non-Action Item)**

A. *Discussion was held on an error on the agenda noting that the meeting was on “February 1, 2016” instead of “February 1, 2017” in the affidavit.*

3. Administer oath to Donnetta Skinner. **(Non-Action Item)**

4. **REZONE:** Review, discussion, and possible approval of a Request by Cantu Bito Jr. to change the current Commercial-1 zoning to Intermediate Residential zoning, for Parcel 002-103-010, described as Lots 7-10 of Block 43, in the City of Carlin, County of Elko, and State of Nevada. **(For Possible Action)**

A. *Discussion was held regarding Cantu Bito Jr. wanting to rezone because he wants to sell his house.*

- B. Discussion was held regarding this parcel being the first on the block to be zoned Intermediate Residential, determining this is not spot zoning because this parcel would be rezoned eventually.*
 - C. **MOTION:** Vice Chairperson Anna Dean made a Motion to approve the request by Cantu Bito Jr to change the current Commercial-1 zoning to Intermediate Residential zoning for parcel 002-103-010 described as lots 7-10 of block 43 in the City of Carlin, County of Elko, State of Nevada. This is not spot zoning because we will be doing the rezoning maps. Member Donnetta Skinner seconded the Motion. The Motion was passed unanimously.*
5. Review, discussion and possible approval of the Minutes of the Carlin Planning Commission for October 5, 2016. **(For Possible Action)**
 - A. **MOTION:** Vice Chairperson Anna Dean made a Motion to approve the Minutes of the Carlin Planning Commission for October 5, 2016. Member Isabella Bender seconded the Motion. The Motion was approved unanimously.*
6. Review, discussion and possible approval of the Minutes of the Carlin Planning Commission for November 2, 2016. **(For Possible Action)**
 - A. Discussion was held to clarify the minutes. Vice Mayor Lincoln Litchfield had appeared before the meeting started to recommend that Donnetta Skinner be approved to be on the board and had left before the meeting began. To clarify the recommendation since Lincoln was recorded as absent in the meeting, they suggested to amend the minutes by saying Lincoln was in favor “by writing”.*
 - B. **MOTION:** Vice Chairperson Anna Dean made a motion to approve the Minutes of the Carlin Planning Commission for November 2, 2016 with the corrections to 5C, Vice Mayor Lincoln Litchfield in favor “by writing”. Member Isabella Bender seconded the Motion. Motion passed unanimously.*
7. Review, discussion and possible approval of the proposed Title 3 Zoning Regulations of the Carlin City Code Book and all related matters. **(For Possible Action)**
 - A. Working on Chapters 19 Section 5 – Chapter 20 of Title 3.*
 - B. This section of the agenda is being done with a computer and projector.*
 - C. Discussion was held on concrete ribbons for single wide trailers.*
 - D. Discussion and review was held on Title 3 draft. Committee is proofreading line by line to check or spelling errors, proper spacing, cross referencing with reference chapters, correcting punctuation, and including updates with new regulations and codes of the state.*
 - E. For complete details of corrections you may request a copy of the tape. This is only a draft and will still have to go before City Council for final approval.*
 - F. **MOTION:** Member Donnetta Skinner made a Motion to approve the proposed changes to Title 3 Zoning Regulations of the Carlin Code Book. Member Anna Dean seconded the Motion. Motion was passed unanimously.*
8. **Public Comment** – This time is devoted to comments by the general public and discussion to 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. Pursuant to NRS 241.020. **(Non-Action Item)**

A. *Discussion was held.*

9. **Adjournment. (For Possible Action)**

A. ***MOTION: Member Donnetta Skinner made a motion to adjourn. Vice Chairperson Anna Dean seconded the Motion. Motion passed unanimously. Meeting adjourned at 8:12 pm.***

APPROVED:

ATTEST:

Chairperson/ Karla Jones

Assistant City Clerk /Melinda Harris

Date Approved