

CARLIN PLANNING COMMISSION
City of Carlin, State of Nevada
Regular Meeting
Carlin City Hall
101 S. Eighth Street
Carlin, Nevada
November 1, 2017 at 6:30 p.m.

1. Call to Order and Roll Call:

- a. Members Present: Karla Jones, Chairperson, Isabella Bender, William Bender, Donnetta Skinner, and Lincoln Litchfield, Vice Mayor/Liaison.
- b. Members Absent: Anna Dean, Vice Chairperson, Robert Smithson, and Khatlyn Micheli.
- c. Staff: Melinda Harris, City Clerk
- d. Public Present: Sonny and Teri Atkins

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)

None.

3. Review, discussion and possible approval of the Minutes of the Carlin Planning Commission for October 4, 2017 and all related matters. (For Possible Action).

- a. Chairperson Karla Jones stated upon reading the minutes from the last meeting she noticed that the definitions use the term building accessory not accessory building. Jones further stated she noticed there was a variance in rural residential farming but conditional uses in other zones. Jones wants to know why they are using a conditional use permit in the other zones but requiring a variance in rural residential farming. The Board agreed to approve the minutes and discuss the issues raised by Chairperson Jones in Agenda item number five.
- b. Chairperson Karla Jones asked the Board if they had specified requirements for sidewalk width. The Board stated they had not.

Member Donnetta Skinner made a motion to approve the Minutes of the Carlin Planning Commission for October 4, 2017, and all related matters. Member Isabella Bender seconded the motion. Chairperson Karla Jones abstained. The motion passed.

4. Review, Discussion, and possible approval of Sonny and Teri Atkins' Application for Parcel Map Approval, requesting to convert APN 002-280-

**001, commonly known as 1414 Huntley Street, into four individual parcels.
(For Possible Action)**

- a. Member Donnetta Skinner stated she was in favor of granting the request.
- b. Member Isabella Bender asked if they were trying to do separate addresses for the different trailers.
- c. Teri Atkins stated they were simply asking to separate the gravel pit from the rest.
- d. Chairperson Karla Jones stated the request was to parcel them out so they can be given different addresses.
- e. Member William Bender asked if all of the lots have their own utilities. Chairperson Jones stated yes they do. Member William Bender asked how the City separates the utilities. Chairperson Jones stated the parcel can have as many homes as it wants if it meets the rules.
- f. Vice Mayor Lincoln Litchfield stated he thought it is strange that the parcel is separated by a street.
- g. Chairperson Karla Jones stated they would need to separate the parcel before they could rezone it which is what the Atkins' wanted to do in the future.

Member Isabella Bender moved to approve Sonny and Teri Atkins' application for Parcel Map Approval, requesting to convert APN 002-280-001, commonly known as 1414 Huntley Street, into four individual parcels. Member Donnetta Skinner seconded the motion. The motion passed.

5. 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. Chairperson Karla Jones asked again if in Chapter 6 in rural residential and farming they should require a variance or a conditional use permit for an accessory building. Further discussion was held. Vice Mayor Lincoln Litchfield and Member Donnetta Skinner agreed that they do not need a variance for an accessory building. The Board agreed to add a J for Building Accessories.
- b. Chairperson Karla Jones stated that under Chapter 3 high density residential they added under conditional uses a j for building accessories. Jones further stated under Chapter 4 they already have a permitted use for accessory building with limitations. Jones further stated under rural residential and farming they have building accessory as a permitted use because they are going to get a building permit but is not limited to a two car garage. Jones further stated they would allow things to be parked so long as they meet the minimum setbacks. Jones further stated Joe Lindsey had questions about large setbacks but they checked with Elko's code and they have the same large setbacks.
- c. Chairperson Karla Jones reviewed the code for required sidewalk widths after the Board agreed earlier to not require a specific width. Jones suggested they require a 4 foot sidewalk or one that conforms to the

sidewalk widths in the same block or area. The Board agreed that the sidewalk should be in line with the curb and gutter and not allow a strip of grass or rock between the sidewalk and curb and gutter.

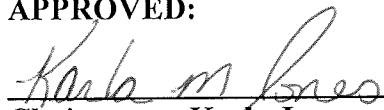
Member William Bender made a motion to approve the changes made to Title 3 Zoning Regulations of the Carlin City Code Book and forward the final draft to the City Council for approval, and all related matters. Member Donnetta Skinner seconded the motion. The motion passed.

- 6. 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. Vice Mayor Lincoln Litchfield stated he would like to say thank you to the Board for their hard work and dedication to revising the code.
 - b. The Board agreed to skip the meeting in December.
 - c. Chairperson Karla Jones asked Melinda Harris to send a letter to Khatlyn Micheli to see if she is still interested in serving on the Planning Commission.
 - d. The Board agreed to start on the zoning in January.

7. Adjournment. (For Possible Action)

Member Donnetta Skinner made a motion to adjourn. Member Isabella Bender seconded the motion. The motion carried. The meeting was adjourned at 7:27 p.m.

APPROVED:

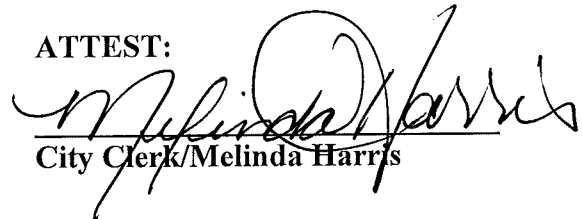


Chairperson Karla Jones

1/3/2017

Date Approved

ATTEST:



City Clerk/Melinda Harris