

**CARLIN PLANNING COMMISSION**  
**City of Carlin, State of Nevada**  
**Public Hearing and Regular Meeting**  
**Carlin City Hall**  
**101 S. Eighth Street**  
**Carlin, Nevada**  
**September 6, 2017 at 6:30 p.m.**

**1. Call to Order and Roll Call:**

- a. Members Present: Karla Jones, Chairperson, Anna Dean, Vice Chairman, Isabella Bender, William Bender (arrived at 7:08 p.m.), and Donnetta Skinner.
- b. Members Absent: Robert Smithson and Khatlyn Micheli.
- c. City Council: Sabra Esparza
- d. Staff: Melinda Harris, City Clerk and Joe Lindsey, City Engineer
- e. Public Present: None

**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 July 5, 2017 and all related matters. (For Possible Action).**

**Member Donnetta Skinner made a motion to approve the Minutes of the Carlin Planning Commission for July 5, 2017 and all related matters. Member Isabella seconded the motion. The motion passed.**

**4. Review, discussion, and possible approval of the Minutes of the Carlin Planning Commission for August 2, 2017 and all related matters. (For Possible Action).**

**Member Donnetta Skinner made a motion to approve the Minutes of the Carlin Planning Commission for August 2, 2017 and all related matters. Member Isabella Bender seconded the motion. Vice Chairperson Anna Dean abstained. 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 stated, after talking to Joe Lindsey, the definition for City Engineer needed to be changed because it was not necessary for the engineer in question to be from the City of Carlin. Chairperson Jones stated she made the change.
- b. City Engineer Joe Lindsey asked to look at Chapter 6 to correct yards to setbacks. Chairperson Karla Jones stated they had made that change.
- c. City Engineer Joe Lindsey stated in 3.6.4 for accessory uses where it stated recreation equipment can be stored on a lot with a 3 feet setback. Lindsey stated he disagrees with 3 feet and stated it should be 25 feet. Discussion was held regarding what was appropriate. The Board agreed to let the City Council decide what setback they desire. Chairperson Karla Jones asked Melinda Harris to check all references to setback.
- d. Chairperson Karla Jones told Melinda Harris she still needed to insert the agreement.
- e. City Engineer Joe Lindsey stated the setback should be 15 feet for mobile homes set side by side in a mobile home park.
- f. The Board discussed what a non-conforming use is and Joe Lindsey asked to look at 3.19.1(b) and discussion was held regarding when a building that is damaged should be moved. Changes were made.
- g. The Board reviewed Chapter 19, 20, 21, and 22 making minor word changes, formatting changes, and fixing typographical errors.
- h. Chairperson Karla Jones stated she has concerns about the appeals process for the granting or denial of variances. Chairperson Jones stated she feels it should go to the Carlin City Council and it shouldn't be where it is in Title 3-22-4(d). Further discussion was held and it was agreed that the City Council should hold the hearing. The Board changed sections regarding the matter.

**Member Donnetta Skinner made a motion to approve the changes made to Title 3 Zoning Regulations of the Carlin City Code Book and all related matters. Member Isabella Bender 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. Chairperson Karla Jones stated the City Council was getting a little impatient with how long the changes were taking. Chairperson Jones asked the Board if they wanted to send it piecemeal to them or finish all the chapters before they send a final draft to the City Council. Chairperson Jones asked Joe Lindsey if he had anything else and if he could continue to come to their meetings until they are finished.

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

**Member Anna Dean made a motion to adjourn. Donnetta Skinner seconded the motion. The motion carried. The meeting was adjourned at 8:09 p.m.**

**APPROVED:**

  
\_\_\_\_\_  
Chairperson/Karla Jones

10/4/2017  
\_\_\_\_\_  
Date Approved

**ATTEST:**

  
\_\_\_\_\_  
Assistant City Clerk/Melinda Harris