



# Development Services Department

## MEMORANDUM

**Date:** May 1, 2024  
**To:** Reno City Planning Commission  
**Thru:** Mike Railey, AICP, Planning Manager  
**From:** Leah Piccotti, Associate Planner  
**Subject:** Item 5.5 – LDC24-00046 (Rancharrah Village 7 Tentative Map)

Per the Staff Report, *the northwest portion of the site is developed with a parking lot for the 6,096 square foot sales office. The parcel with the office is not part of this request, however, both parcels are under the same ownership. Per RMC, an office requires one parking space per 400 square feet equating sixteen (16) required parking spaces for the office use. Prior to the Planning Commission hearing, Staff shall confirm that a parking area with a minimum of sixteen (16) onsite parking spaces has been developed on the adjacent parcel, south of the existing office building, as shown in Exhibit E.*

On April 30, 2024, Staff performed a site inspection and found that the parking area has not been developed per the Reno Municipal Code standards. Therefore, Staff recommends the Planning Commission approve the tentative map application with the addition of the following condition of approval:

- 15. Prior to demolition of the existing parking lot, the parking area to the south of the existing sales center shall be developed in compliance with Reno Municipal Code.**

**Proposed Motion:** Based upon compliance with the applicable findings, I move to approve the tentative map subject to the conditions listed in the staff report, with the addition of Condition No. 15 to bring the parking area into compliance with Reno Municipal Code.

xc:

Leah Piccotti, Associate Planner  
Jasmine Mehta, Deputy City Attorney III  
Karl Hall, City Attorney  
Jonathan Shipman, Chief Deputy City Attorney