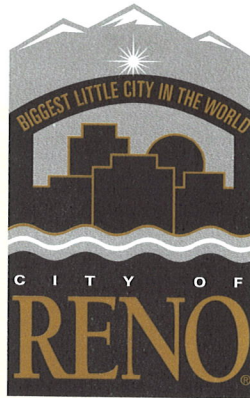


Mike Railey, Planning Manager  
Development Services Department  
P. O. Box 1900  
Reno, NV 89505  
(775) 393-1047



April 2, 2024

**Revised Letter**

TEC Civil Engineering Consultants  
9429 Double Diamond Parkway  
Reno, NV 89521

Re: Site Plan Review Case No. SPR24-00014 (Chism Mini Storage)  
APN: 010-610-02  
Ward: 1

Dear Applicant:

The Development Services Department has completed the review of your request for a site plan review to allow for the construction of a **164** unit mini-warehouse facility adjacent to residentially zoned property. The  $\pm 1.74$  acre site is located adjacent to the Union Pacific Railroad right-of-way,  $\pm 350$  feet north of the intersection of West 2nd Street and Chism Street. The site is zoned Industrial (I) and General Commercial (GC) and has a Master Plan designation of Mixed-Employment (ME). Based on the materials submitted, as modified in the conditions of approval, the project conforms to the findings as required by the Reno Municipal Code (RMC) 18.08.602(e), and is not expected to have an adverse impact on the area. The Administrator hereby approves the requested Site Plan Review (SPR), Case No. SPR24-00014, subject to the following conditions:

All conditions shall be met to the satisfaction of Development Services Staff, unless otherwise noted.

1. The project shall comply with all applicable City codes, plans, reports, materials etc., as submitted. In the event of a conflict between said plans, reports, materials and City codes, City Codes in effect at the time the application is submitted shall prevail.
2. The owner or developer shall apply for a building permit for the entire project within 18 months of the date of approval of the site plan review application and maintain the validity of that permit, or the site plan review approval shall be null and void.
3. Prior to the issuance of any building permit and/or business license, the applicant shall attach a copy of the final approval letter. The approval letter shall accompany

a narrative provided by the applicant that describes how the requested permit addresses each of the approved conditions of approval.

4. The applicant, developer, builder, property owner, or business proprietor, as applicable, shall continuously maintain a copy of this approval letter on the project site during the construction/operations of the project/business. This approval letter shall be posted or made readily available upon demand by City staff.
5. Hours of construction, including grading, shall be limited to between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday, and between 8:00 a.m. and 6:00 p.m. on Saturday. There shall be no construction on Sundays or state holidays. This condition shall not apply to dust control or storm water management operations. A note to this effect shall be placed on the title sheet of all building permit plan sets. If the construction hours are varied for the pouring of concrete slabs or wall panels, a plan detailing the construction operations shall be submitted and approved to the satisfaction of the Administrator.

**Summary:** The ±1.74 acre project site is located north of Chism Street, ±350 feet north of its intersection with West Second Street (**Exhibit A**). The request includes two phases. The first phase consists of the development of a 164 unit mini-warehouse facility adjacent to residentially zoned property. Mini-warehouse uses are allowed by-right within the Industrial (I) zoning district but require a conditional use permit to be established within the General Commercial (GC) zoning district. The plans demonstrate that no part of the proposed mini-warehouse operations will occur on the small portion of the site zoned GC. The second phase consists of an open parking lot. It is intended that this parking lot will only be used as an overflow parking lot for large events at the adjacent banquet hall/event center. Key issues identified in this request are: 1) compatibility with surrounding uses; 2) site access and connectivity. These issues are adequately mitigated based on the project design and the included conditions of approval.

**Background:** The site is currently undeveloped. A parcel map application was submitted prior to the submission of this request to split the subject parcel into the desired size for the mini-warehouse development. Due to minimum lot size restrictions for the Industrial zoning district, the parcels could not be split as proposed. The applicants were required to adjust the size of the parcels to meet Reno Municipal Code (RMC) standards. These adjustments make the total size for the proposed project larger than the desired end result. Further boundary line adjustments are anticipated which will reduce the size of the subject parcel, and do not create concerns related to this request.

**Analysis:**

**Site Design and Compatibility:** Phase 1 of the project consists of 14 mini-warehouse buildings, with units ranging in size from 50 square feet (5x10) to 200 square feet (10x20). The majority of units are 100 square feet (10x10). The 12 buildings closest to the private access road, formerly Chism Street, are oriented in a way that the roll-up doors face each other and the associated drive

aisles to access these units are perpendicular to the road. There are two buildings located to the rear of the site which are oriented parallel to the road (**Exhibit B**). As conditioned, the mini-warehouse use is generally compatible with the existing land uses in the vicinity. Land uses surrounding the site consist of a mobile home park zoned Multi-Family Residential – 21 units per acre (MF-21) and a banquet hall/event center zoned General Commercial (GC) to the south, the Union Pacific Railroad to the north, a warehouse zoned Industrial (I) to the east and a vacant lot zoned GC to the west. Days and hours for construction are restricted to reduce construction related impacts on the adjacent residential use (**Condition No. 5**). As designed, the project provides a visual buffer between the residential use and the Union Pacific Railroad to the north. The project also proposes to gate off the private access road and limit access to patrons of the mini-warehouse business. This will reduce noise impacts by reducing traffic in the area.

The building design is required to meet minimum wall articulation and other design requirements pursuant to the Reno Municipal Code (RMC). Compliance with these requirements will be addressed during the review of the building permit.

Phase 2 of the project will consist of constructing an open parking lot (**Exhibit C**). As proposed, there will be 36 spaces. Site improvements required by RMC for a permanent open parking lot will be addressed during review of the building permit. The proposed open parking lot will be used as overflow parking for guests of The Elm Estate during large events. Access to the open parking lot will be controlled by the operators of The Elm Estate and not open to the general public. The subject parcel, private access road parcel, and the parcel containing The Elm Estate are under common ownership.

**Traffic, Access, and Circulation:** The proposed mini-warehouse facility will have a single entry on the east and a single exit on the west for vehicular ingress and egress. Traffic will flow in a one-way direction through the facility. A pedestrian gate will be installed near the entrance, with an accompanying sidewalk that connects to the external sidewalk network at the public right-of-way on Chism Street. Vehicular and pedestrian access points will be gated for security and will be accessed via a key code that is assigned to patrons and tracked by facility management. The emergency access point at the center of the site will have a manually controlled entry for fire department or other emergency services access only.

The portion of Chism Street that directly abuts the subject parcel was abandoned by the City of Reno in 2020 and subsequently acquired by the owner of the subject parcel in 2021. As this right-of-way is privately owned and does not allow access by the general public, it is understood that the project will include additional gated vehicular access located on the private access road. For Phase 1, the gated vehicular access will be located west of the entrance to the mini-warehouse facility and extend to the west end of the parcel that abuts the City of Reno right-of-way. During Phase 2 of the project, the western vehicular gate will be relocated to just west of the mini-warehouse facility exit. The vehicular gates will be solely located on private property and will not interfere with public access on West Second Street.

For a mini-warehouse use, RMC off-street parking standards require one space per 3,000 square feet of building area. The applicant has clarified that the proposed will be a fully autonomous facility with no on-site office/manager. All customer facing interactions and day-to-day business activities will be conducted at a sister facility offsite. Therefore, dedicated on-site parking spaces at this facility are unnecessary. Patrons will be able to park their vehicles in front of their respective units for loading and unloading. The applicant has also requested that the bicycle parking requirements be waived. RMC allows the Administrator to waive these requirements if deemed unnecessary. Since there will be no physical office or standard parking on-site, bicycle parking is impractical.

**Public Services:** All necessary utilities to serve the development (e.g. sewer, water, power, etc.) are in close proximity and can be readily extended to serve the subject site. The site will be served by Truckee Meadows Water Authority (TMWA) for water service and the Truckee Meadows Water Reclamation Facility (TMWRF) for sewer treatment. The applicant will be required to obtain will serve letters from service providers prior to the issuance of permits associated with this request.

**Master Plan Conformance:** The project site has a Master Plan land use designation of Mixed Employment (ME) and is located within the Central Neighborhood per the Structure Plan Framework of the Reno Master Plan. As proposed, and with the included conditions, the project is substantially in conformance with the ME Master Plan land use designation and the following applicable Master Plan goals and policies:

- 1.2C: Existing Businesses
- 1.2D: Employment Centers
- 2.2B: Underutilized Properties

**Public and Stakeholder Engagement:** The project was reviewed by various City divisions and partner agencies and no concerns were identified. A public notice was sent out to all property owners within 750 feet of the project. Staff received two inquiries regarding the scope of the project. One noted concern was the need for fencing and other security measures to discourage vagrant use of the property since it will not have an on-site office. The applicants have demonstrated that the site will be secured with wrought iron fencing to discourage such activities and will include security cameras that will be monitored remotely.

**Legal Requirements:**

RMC 18.08.304(e)	Approval Criteria Applicable to all Applications
RMC 18.08.602(e)	Site Plan Review - Findings



**General Review Criteria and Considerations:**

General Review Criteria: The decision-making body shall review all development applications for compliance with the applicable general review criteria stated below.

- 1) Consistency with the Reno Master Plan: The proposed development shall be consistent with the Reno Master Plan. The decision-making authority:
  - a. Shall weigh competing plan goals, policies, and strategies; and
  - b. May approve an application that provides a public benefit even if the development is contrary to some of the goals, policies, or strategies in the Reno Master Plan.
- 2) Compliance with Title 18: The proposed development shall comply with all applicable standards in this Title, unless the standard is lawfully modified or varied. Compliance with these standards is applied at the level of detail required for the subject submittal.
- 3) Mitigates Traffic Impacts: The project mitigates traffic impacts based on applicable standards of the City of Reno and the Regional Transportation Commission.
- 4) Provides Safe Environment: The project provides a safe environment for pedestrians and people on bicycles.
- 5) Rational Phasing Plan. If the application involves phases, each phase of the proposed development contains all of the required streets, utilities, landscaping, open space, and other improvements that are required to serve or otherwise accompany the completed phases of the project, and shall not depend on subsequent phases for those improvements.

**Site Plan Review:** In addition to meeting the criteria in Section 18.08.304(e), *Approval Criteria Applicable to all Applications*, the following findings shall be made prior to granting a site plan review permit:

General:

- a. The proposed design is compatible with surrounding development;
- b. The proposed design is consistent with applicable development standards;
- c. Public services and facilities are available to serve the project, or will be provided with development;
- d. The characteristics of the project as proposed and as may be conditioned are reasonably compatible with the types of development permitted in the surrounding area; and

- e. The approval will not be materially detrimental to the public health, safety, or welfare. The factors to be considered in evaluating this application shall include:
  - 1. Property damage or nuisance resulting from noise, smoke, odor, dust, vibration, or illumination; and
  - 2. Any hazard to persons and property.

**Appeal of Administrative Decision:** This administrative decision may be appealed to the City Council by the applicant, the Mayor or a City Council Member, or any person who is "aggrieved" by the action or inaction. An appeal (together with fees) must be filed with the City Clerk within ten business days starting on the day after written notice of the action is filed with the City Clerk. The City Clerk's Office is located on the 2<sup>nd</sup> floor of Reno City Hall located at One East First Street, Reno, NV.

This approval letter has not been issued in lieu of a permit. You are responsible for obtaining the appropriate permits associated with this project and a copy of this letter must be attached to the application.

Sincerely,



Mike Railey, AICP, Planning Manager  
Development Services Department

SPR24-00014 (Chism Mini Storage) - HMT - Revised.docx

xc: G-4CE Chism Mobile Home Park LLC  
14180 Wild Quail Court  
Reno, NV 89511

Mikki Huntsman, City Clerk  
Bob Flores, Building and Safety Manager  
Michael Mischel, P.E., Engineering Manager

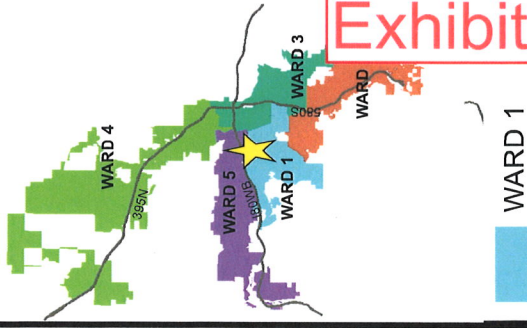


# AREA MAP

SPR24-00014

(Chism Mini Storage)

Subject Site ► 



The information hereon is approximate and is intended for display purposes only.  
Date: March 2024  
Scale: 1 inch = 650 feet



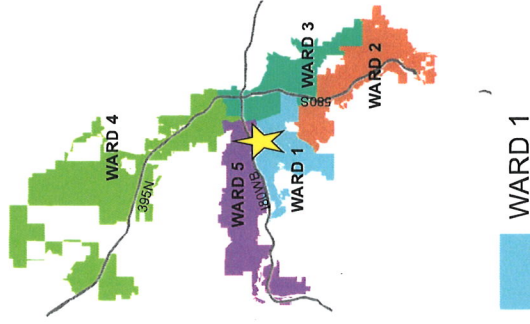


# VICINITY MAP

SPR24-00014

(Chism Mini Storage)

Subject Site ►



Development  
Services  
Department



The information herein  
is approximate and  
is intended for display  
purposes only.  
Date: March 2024  
Scale: 1 inch = 350 feet





# ZONING MAP










SPR24-00014

(Chism Mini Storage)

ZONING = GC & I

Subject Site 

## Zoning Designations

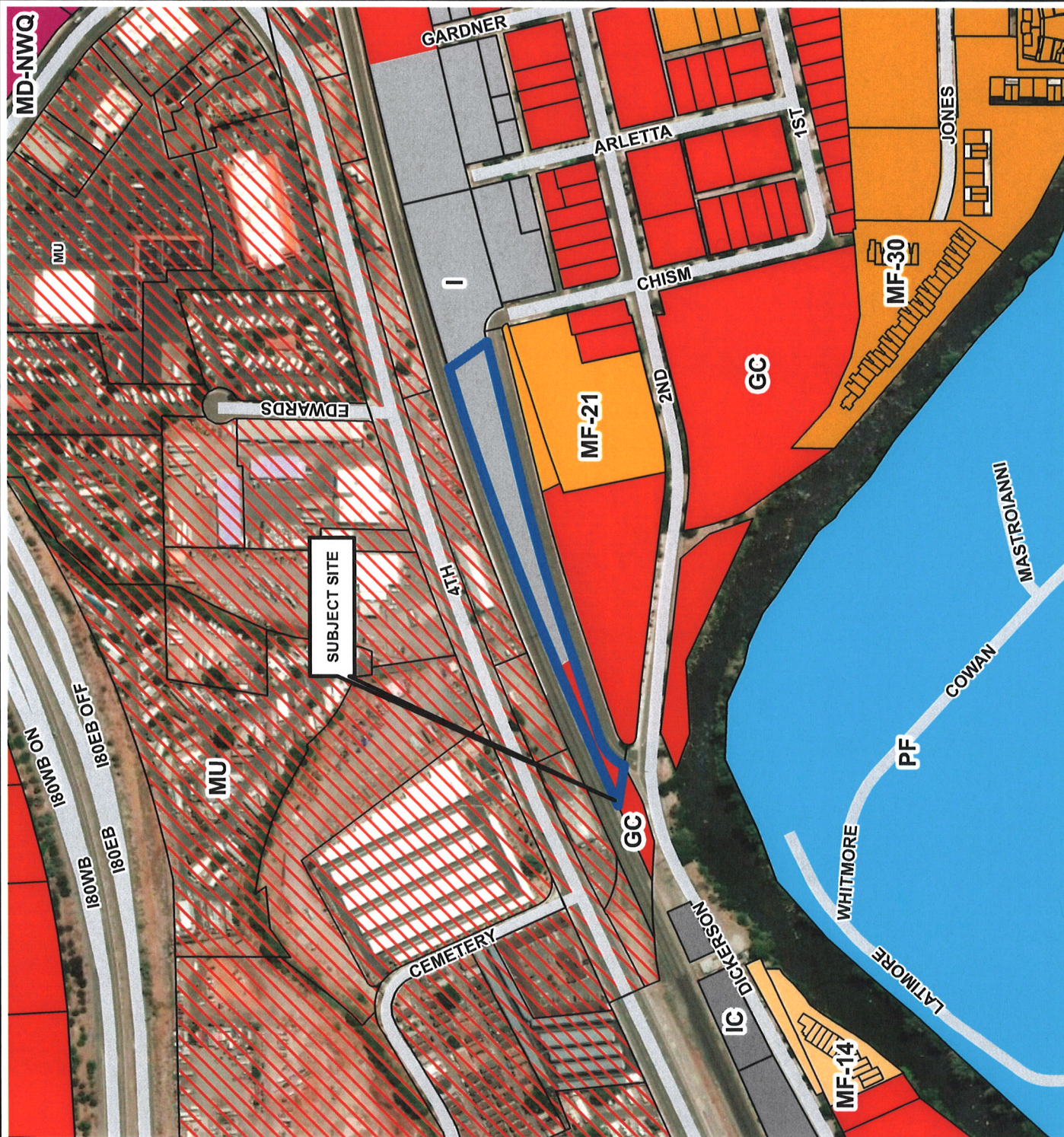
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	MF-21
	MF-30
	MU
	GC
	MD-NWQ
	I
	IC
	PF

Development  
Services  
Department



The information hereon  
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is intended for display  
purposes only.

DATE: March 2024  
SCALE: 1 inch = 350 feet




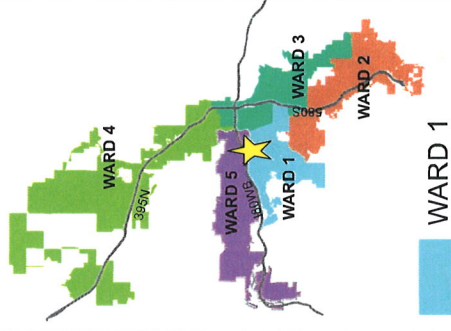


# MASTER PLAN MAP

SPR24-00014

(Chism Mini Storage)

Subject Site 

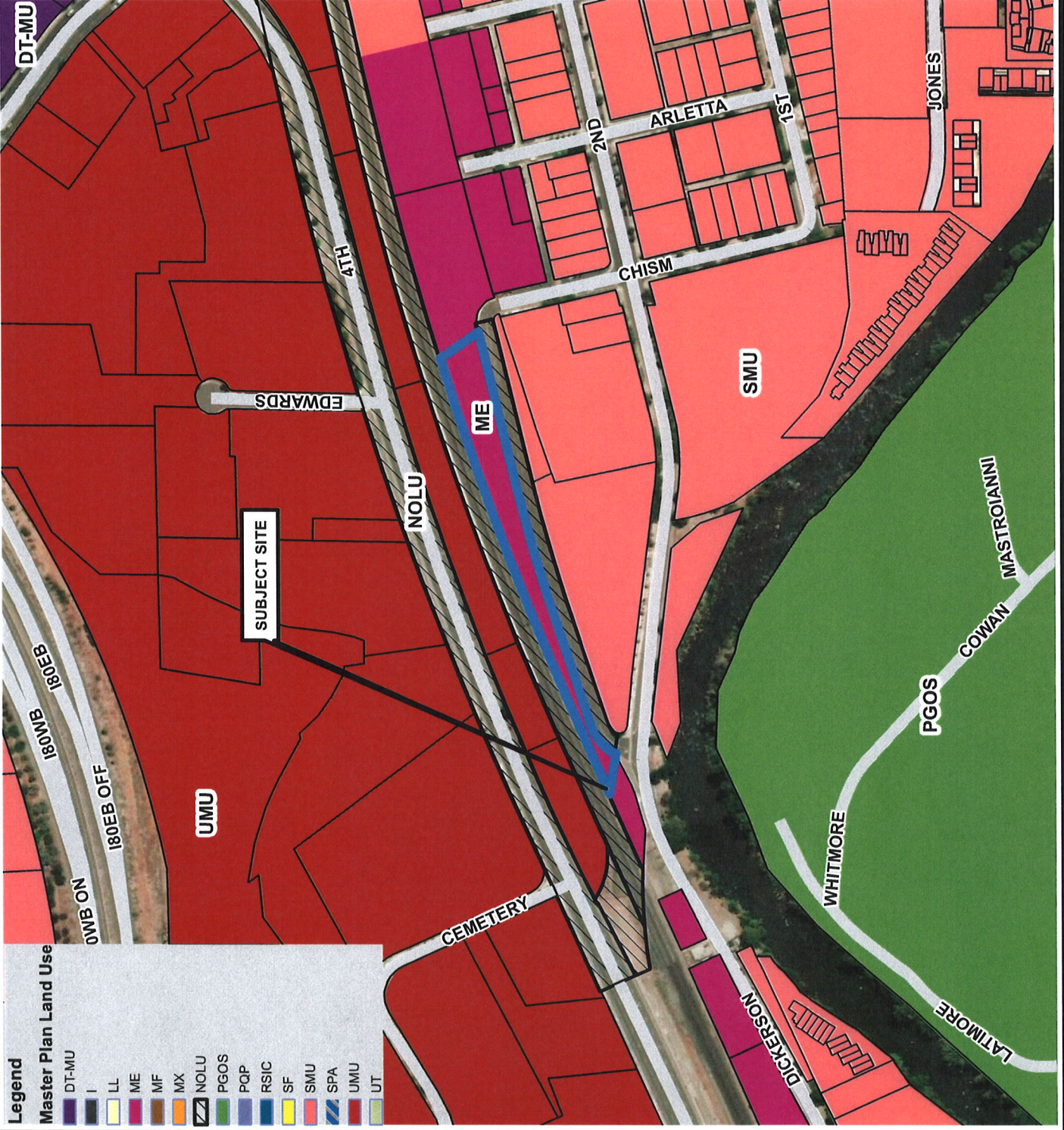


Development  
Services  
Department



The information hereon  
is approximate and  
is intended for display  
purposes only.

Date: March 2024  
Scale: 1 inch = 350 feet



**Legend**

**Master Plan Land Use**

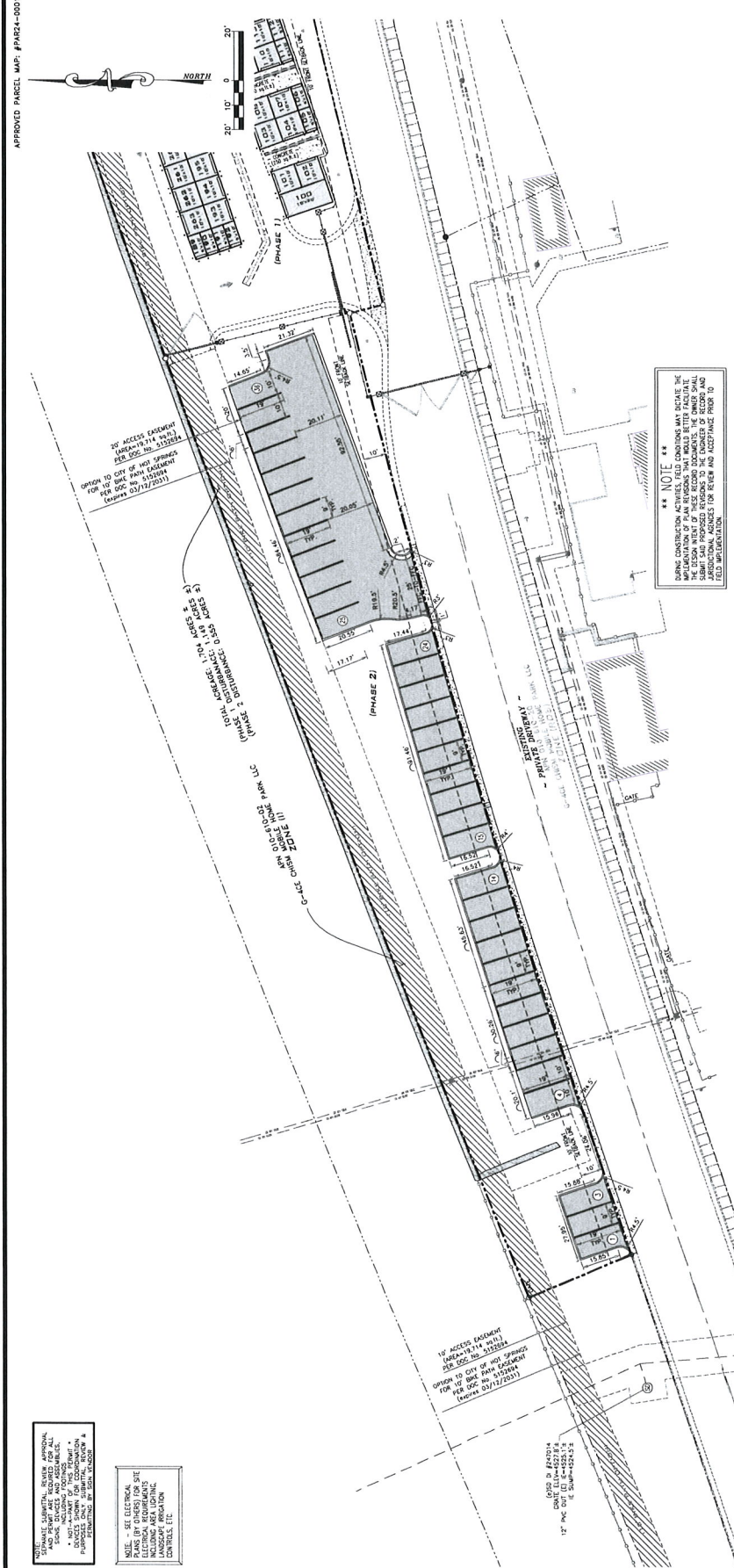
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7AM-6PM MONDAY-FRIDAY  
6AM-6PM SATURDAY  
NO CONSTRUCTION WORK SUNDAY  
(EXCLUDING ANY DUST CONTROL & SHIPPED MEASURES)  
NIGHTTIME DELIVERIES AND ANY LOADING OR UNLOADING  
ACTIVITIES SHALL BE PROHIBITED BETWEEN THE HOURS  
OF 10PM AND 6AM SEVEN DAYS A WEEK.



# Exhibit C



### LEGEND

- [illegible]

**\*\* NOTE \*\***

DURING CONSTRUCTION ACTIVITIES, FIELD CONDITIONS MAY DICTATE THE IMPLEMENTATION OF PLAN REVISIONS THAT WOULD BETTER FACILITATE THE DESIGN INTENT OF THESE RECORD DOCUMENTS. THE OWNER SHALL SUBMIT SAID PROPOSED REVISIONS TO THE ENGINEER OF RECORD AND JURISDICTIONAL AGENCIES FOR REVIEW AND ACCEPTANCE PRIOR TO

NOTE ON PERIMETER SITE LIGHTING

[illegible]

## GENERAL NOTES

1. PAUCULENT LATEX EMULSIONS ARE SHOWN TO BACK OF CURB OR STREET CENTERLINE UNLESS OTHERWISE INDICATED.
2. ALL LATVOT RADIOS ARE AS SHOWN TO BACK OF CURB UNLESS OTHERWISE SHOWN.
3. ALL LATVOT RADIOS AND STRIPS TO CONFORM WITH THE LATEST EDITION OF THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
4. ALL CONSTRUCTION AND PROPERTY CORNER MONUMENTS ARE TO BE PROTECTED & MAINTAINED BY THE CONTRACTOR.
5. THE CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION STAMPS WITH THE DIMENSIONS AND COORDINATES IN THEIR PLANS. THE OWNER WILL PROVIDE CONDUIT BACKLASH AS SHOWN BEFORE EXCAVATION BEGINS.
6. THE CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL EXISTING UNDESIRABLE UTILITIES.

CONSTRUCTION HOURS

7AM-6PM MONDAY-FRIDAY  
8AM-6PM SATURDAY  
NO CONSTRUCTION WORK SUNDAY  
(EXCLUDING ANY DUST CONTROL & SLOPPING MEASURES)

NIGHTTIME DELIVERIES AND ANY LOADING OR UNLOADING ACTIVITIES SHALL BE PROHIBITED BETWEEN THE HOURS OF 10PM AND 6AM SEVEN DAYS A WEEK.

**NOTE:**  
SEPARATE SUBMITTAL REVIEW, APPROVAL  
AND PERMIT ARE REQUIRED FOR ALL  
SIGNS, DEVICES AND ASSEMBLIES,  
INCLUDING FOOTINGS

- NOT-A-PART OF THIS PERMIT •  
DEVICES SHOWN FOR COORDINATION  
PURPOSES ONLY. SUBMITTAL REVIEW &  
PERMITTING BY SIGN VENDOR

NOTE: - SEE ELECTRICAL PLANS (BY OTHERS) FOR SITE ELECTRICAL REQUIREMENTS INCLUDING AREA LIGHTING, LANDSCAPE IRRIGATION CONTROLS, ETC.