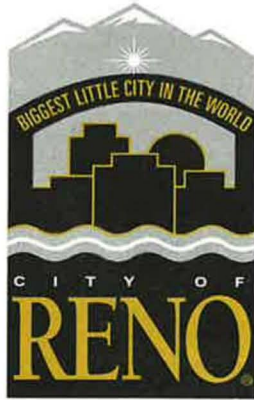


**Mikki Huntsman**  
City Clerk  
(775) 334-2030  
HuntsmanM@reno.gov



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City Clerk's Office (775) 334-2030  
Central Cashiering (775) 334-2032  
Records (775) 348-3932

May 12, 2022

Reno Real Estate Development, LLC  
Attn: Mark Hoffman  
17307 West Colfax Avenue, Suite 250  
Golden, CO 80401

**FILED THIS DATE**  
5/13/2022  
BY: [Signature]  
CITY CLERK

Re: Case No. LDC22-00038 (Jacobs Glow Plaza and Festival Area) – ***NOTICE OF FINAL ACTION, DECISION, OR ORDER***  
**APN: 007-274-01, 03, and 007-274-38 through 42 (Ward 1)**

Dear Applicant:

At a regular meeting of the Reno City Council on May 11, 2022, and following a public hearing thereon, the Reno City Council modified the decision of the Planning Commission and approved the request for a conditional use permit to allow “Amusement or Recreation, Outside” and “Live Entertainment” land uses to facilitate outdoor festivals, concerts, recreation, and events. The ±2.32 acre site is located on seven parcels generally located south of West 4th Street, east of Washington Street, and ±200 feet west of Ralston Street. The site is zoned Mixed-Use Downtown – Northwest Quadrant (MD-NWQ) and has the Downtown Mixed-Use (DT-MU) Master Plan land use designation.

Your approved request is subject to the following conditions to the satisfaction of Development Services Department staff:


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 applicant shall apply for all building permits and any required business license within 18 months from the date of final approval, and continuously maintain the validity of those permits, or this approval shall be null and void.

3. The applicant, developer, builder, property or business owner, as applicable, shall continuously maintain a copy of this approval letter on the project site during the construction and operation of the project/business. The project approval letter shall be posted or readily available upon demand by City staff.
4. A special event permit shall be required for activities requiring the closure of any public right-of-way. A special activity or event permit shall be required for site occupancy over 3,700. Additional requirements may be necessitated with special event or activity permit review. Onsite security shall monitor and record on-site attendance for all activities to ensure that occupancy is not exceeded. Records shall be made available to City staff upon request.
5. The applicant shall provide the Business License Division a list of planned activities, including vendors, that are not subject to special activity or event permits at least 30 days in advance.
6. Lighting shall be consistent with the photometric plan submitted in application materials. Specialty lighting (e.g. lasers, additional stage lighting, spotlights, etc.) associated with events shall not shine on any off-site structures or public right-of-way. Additional restrictions may be imposed through special activity and events permitting.
7. Portable restrooms shall be screened from view from the public right-of-way.
8. Prior to site activity associated with this request, the applicant shall install code compliant refuse containers and appropriate screening.
9. Hours of operation shall be limited to 6:00 a.m. to 11:00 p.m. Sunday through Thursday and 6:00 a.m. to 12:00 a.m. Friday and Saturday.
10. Amplified sound is restricted to 8:00 a.m. to 11:00 p.m. Total onsite noise levels shall not exceed 85 decibels, as measured from the outer property line of the subject site.
11. Prior to site activity associated with this request, sound monitoring equipment shall be placed on project perimeters so that (i) the decibel levels are monitored during all hours of operation, (ii) in the event noise levels are exceeding 85 dB during hours of operation, the onsite manager shall be notified electronically via email, text, or some other automated method, (iii) the monitoring equipment has data logging capability for reporting requirements, (iv) the information shall be forwarded to the Code Enforcement division on a weekly basis. Decibel measurements shall be (a) "A" weighted; (b) slow response (based on American National Standards Institute (ANSI) recommendations); (c) average based on one hour periods.

12. Permitted special events and/or activities may exceed the decibel threshold (Condition No. 10) with amplified sound ceasing at 11:00 p.m. The number of these events shall be limited to twenty per year, subject to approval of special event or activity permits.
13. Prior to site activity associated with this request, the applicant shall provide a plan demonstrating that an on-site security location is provided. The security area shall be operational during all outdoor activities associated with this request.
14. Prior to site activity associated with this request, the applicant shall provide a detailed operations and security plan to the satisfaction of the City Manager or designee with review and comment by Reno Police Department and Code Enforcement personnel. The operations and security plan shall: a) include a process for staff to review events of any size at the site; b) address reimbursement for all City services required related to the event (public safety, fire inspections, traffic mitigations, etc.); c) be reviewed and updated annually following the annual report to the City Council (per Condition No. 23) to address any ongoing and/or new security issues that may arise as a result of outdoor activities, subject to approval of the City Manager; and d) be posted in the security area location and presented to City of Reno staff upon demand. Additional requirements and/or modifications may be required for special event and activity permits.
15. Prior to site activity associated with this request, the applicant shall demonstrate that permanent signage has been placed at public entrances and exists to the facility. The signage shall reflect that “no open containers of alcohol are allowed beyond this point” for patrons exiting the facility and that “no alcohol brought from outside the facility is allowed” for patrons entering the facility. These protocols shall be enforced by onsite security/management personnel and shall be reflected in the operations and security plan reflected in Condition No. 13.
16. As required by RMC Section 105.6.36 of the adopted International Fire Code, as amended, a separate Outdoor Assembly Event operational permit will be issued by the Reno Fire Department. Each event will be reviewed by the Reno Fire Department for Fire Code compliance.
17. Prior to the issuance of the first special activity or event permit with occupancy over 3,700, the applicant shall provide a traffic study providing: a) a 24 hour seven day count of the existing traffic patterns on 4th Street, b) impacts of approved development in the area within the last five years, c) expected facility traffic generation at maximum capacity, d) peak hour and off-peak hour impacts of facility operations on levels of service, and e) proposed mitigations to limit impacts for special activities and events.

18. Prior to site activity associated with this request, the applicant shall provide plans demonstrating installation of bicycle parking compliant with RMC 18.04.705 (c) "Bicycle Parking."
19. Parking of tour buses, vans, and vehicles shall be prohibited in the private alley south of the subject site.
20. Prior to site activity associated with this request, the applicant shall provide a detailed revised queuing and pedestrian access and exiting plan to the satisfaction of Development Services staff with review and comment by Reno Police, Fire, and Code Enforcement personnel. If a line is required to extend outside of the primary entrance, the proprietor shall maintain an orderly queue line using stanchion control devices and managed by onsite security. This line must be sufficient to ensure clear pedestrian access and adequately illuminated. Plans shall significantly limit site entering and exiting away from the southern portion of the site and must address trespass concerns onto the portion of the private alley that is not part of the subject site. Appropriate queuing for special activity and events shall be determined through the corresponding process.
21. Prior to site activity associated with this request, the applicant shall provide a management plan requiring sweeping and pickup of any trash around site perimeter at the close of onsite activities.
22. Prior to site activity, the applicant shall demonstrate that the required signage includes a website address which provides a schedule of upcoming events.
23. The applicant shall present an annual report of the project's operations to the City Council, with the first report to be completed within one year of this conditional use permit approval.

Sincerely,



Mikki Huntsman  
City Clerk

xc: Development Services  
Nathan Gilbert, Development Services  
Jaime Schroeder, Director, Parks and Recreation  
Garrett Gordon, 1 East Liberty St. Suite 300, Reno, NV 89501