

**PLANNING COMMISSION  
STAFF REPORT**

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**Date:** June 8, 2023

**To:** Reno City Planning Commission

**Subject:** Staff Report (For Possible Action): Case No. LDC23-00058 (1565 Plumas Street Townhomes) - A request has been made for a tentative map to establish a 17-lot single-family attached (townhome) subdivision and associated common areas. The ±0.99 acre site is located on the west side of Plumas Street ±120 feet south of its intersection with Mount Rose Street. The site is within the Multi-Family Residential – 14 units per acre (MF-14) zoning district with the Plumas Neighborhood Residential Core Planning Area Overlay (PL) and has a Master Plan land use designation of Mixed Neighborhood (MX).

**From:** Jeff Foster, Associate Planner

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**Ward #:** 1

**Case No.:** LDC23-00058 (1565 Plumas Street Townhomes)

**Applicant:** Plumas Street Reno LLC

**APN:** 014-193-15

**Request:** **Tentative Map:** To establish a 17-lot single-family attached (townhome) subdivision and associated common areas.

**Location:** See Case Maps (**Exhibit A**)

**Proposed Motion:** Based upon compliance with the applicable findings, I recommend that Planning Commission approve the tentative map, subject to conditions.

**Summary:** The subject site is comprised of a vacant ±0.99 acre parcel located on the west side of Plumas Street ±120 feet south of its intersection with Mount Rose Street. The proposed tentative map would allow for a 17-lot single-family attached (townhome) subdivision and associated common areas (**Exhibit B**). Key project issues consist of: 1) overall site design, and 2) land use compatibility. With all recommended conditions of approval, the proposed site design meets all code standards and addresses applicable findings. Staff recommends approval, subject to the conditions listed in this staff report.

**Background:** The site originally contained six residential structures, several outbuildings, and a storage area. A demolition permit was obtained and all existing structures and vegetation, including trees, have been removed during the processing of this application. The trees were located outside of the front yard setback and not subject to the tree removal mitigation requirements in code [RMC 18.04.105(d)].

**Analysis:**

**Site Design:** The proposed tentative map includes 17 single-family attached townhome units located on a ±0.99 acre site, which yields a gross density of ±17.17 dwelling units per acre. While this exceeds the allowable density of 14 units, with a 30% density bonus for an average unit size below 1,400 square feet [RMC 18.04.905(b)(2)], the site could be developed with up to 18 units. The project design consists of 17 two-story townhomes in either two, three or four-unit buildings. Each unit will range in size from ±1,209 square feet to ±1,515 square feet and include a one or two-car garage. The final architectural details are in process; floorplans, elevations, etc. will be provided with the final map/building permit and will conform to all applicable codes at that time.

As listed in the Plumas Neighborhood Residential Core Planning Area Overlay District, the maximum height is 25 feet with a maximum of two stories [RMC 18.02.603(e)(2)]. Also, new primary structures shall have a minimum roof pitch of four-foot rise in 12-foot run [RMC 18.02.603(e)(3)]. The building design team is aware of these requirements and will incorporate them into the final building design along with requirements such as wall articulation [RMC 18.04.903(c)(3)] and ground level interest [RMC 18.04.903(c)(4)].

The project site will be comprised of ±0.35 acres of private driveways/walkways, ±0.38 acres of building footprint, and ±0.26 acres of limited common element yard areas and common area formal landscape (**Exhibit C**). A homeowners association or equivalent is required to maintain all common areas (**Condition 6**). The tentative and final maps will be processed in one phase to include the entire development.

**Compatibility with Surrounding Uses:** Surrounding land uses include residential, office, and commercial uses. The land uses surrounding the site are summarized in the table below.

<b>Adjacent Properties</b>		
	<b>Zoning</b>	<b>Use</b>
<b>North</b>	MF-14 and PO	Offices
<b>East</b>	MF-14	Single-family residence across Plumas
<b>South</b>	MF-14	Duplex and single-family residences
<b>West</b>	NC	Commercial

The MF-14 district is intended to accommodate single-family residential development and low-density multi-family residential development such as duplexes, triplexes, fourplexes, townhomes, and small multi-family buildings. The proposed single-family attached townhomes provide an appropriate transition from the offices to the north of the project to the residential uses to the south. Limited construction hours will reduce potential impacts to surrounding properties (**Condition 7**). Given all of the above, the proposed use is generally compatible with existing uses in the area.

**Traffic, Access and Circulation:** The project is expected to generate 17 peak hour trips, which would have a negligible impact on the adjacent street network or level of service. No additional traffic studies or public improvements will be required with the project. Homebuyers will be provided with information on the Regional Transportation Commission (RTC) Smart Trips Program (**Condition 8**). The internal driveway and hammerhead style turnaround, which was reviewed by the Reno Fire Department, will be privately owned and maintained. Access to the site will be provided from Plumas Street, which is classified as a minor arterial. The proposed access does not meet the City of Reno access management standards and the applicant will be required to provide a design exception approved by the City Engineer prior to the approval of the final map (**Condition 9**). Since an existing driveway served the six residential structures that were previously on the site, the proposed driveway is in the same location, and the traffic/access impact is expected to be negligible, the City Engineer has indicated preliminary support for the design exception.

Based on the number and size of units, 29 parking spaces are required. The units are designed with garages totaling 29 parking spaces; an additional three guest parking spaces and an accessible space are provided in the hammerhead area with appropriate signage (**Condition 10**). As designed, the garages are oriented toward the private driveway with six to ten foot driveways. **Condition 11** requires CC&Rs to prohibit parking in the nonstandard driveways.

The 2050 Regional Transportation Plan (RTP) identifies Plumas Street as an arterial and notes that “elimination of existing on-street parking shall be considered a priority for major and minor arterials operating at or below the policy level of service.” This improvement could impact the proposed on-street parking (three spaces), which is supplemental to what is required by City code and is not included in the project’s required minimum parking provision.

The project includes a new six-foot sidewalk along the frontage, which will provide a connection to the existing sidewalk to the north on Plumas Street and thereby connect to the neighborhood commercial area to the west along Mount Rose Street.

**Public Services:** All utilities and infrastructure necessary to serve the development (e.g. sewer, water, power, etc.) are in close proximity and can be readily extended to serve the project. The project proposes to connect to existing sewer infrastructure located along Plumas Street. No sewer capacity issues are anticipated with the development of the site. The proposed onsite storm drain system consists of sheet flow runoff from drainage areas that will be directed to two Low Impact

Development infiltration basins that will infiltrate a portion of the runoff and will meter out the remaining runoff to the curb and gutter. These infiltration basins will have a permeable bottom with landscaping on the sides.

***Master Plan Conformance:*** The subject site has a Master Plan land use designation of Mixed Neighborhood (MX) and is located within the Central Neighborhoods per the Structure Plan Framework of the Master Plan. The MX land use designation is intended to have single-family detached homes and duplexes on smaller lots, townhomes, and smaller multi-family buildings in order to provide a mix of housing options and densities supported by neighborhood commercial options. As proposed and with the recommended conditions, the project is in substantial conformance with the Master Plan land use designation and the following applicable Master Plan goals and policies:

- 4.1A Housing Options
- 4.3B: Infill and Redevelopment
- 4.5A: Connectivity and Access
- N-CN.6: Building Orientation and Setbacks
- N-CN.7: Building Bulk/Mass/Height

***Public and Stakeholder Engagement:*** Agency comments were received and incorporated into the analysis as applicable (**Exhibit D**). A courtesy notice was sent out to surrounding property owners upon initial submittal of the project. The applicant presented their project at the May 8, 2023 Ward 1 Neighborhood Advisory Board (NAB) meeting. Comments were provided by one NAB member; two neutral letters and five letters of opposition were received from surrounding property owners (**Exhibit E**). Any future comments will be forwarded to the Planning Commission as they are received.

**Recommended Conditions of Approval:** All conditions shall be met to the satisfaction of Development Services Department 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 applicant shall record the final map(s) in accordance with the time limit contained in state law or this approval shall be null and void.
3. Prior to the approval of the final map, the applicant shall provide an affidavit stating that the subdivider will make provision for payment of the tax imposed by Chapter 375 of Nevada Revised Statutes (NRS) and for compliance with the disclosure and

recording requirements of NRS 598.0923, if applicable, by the subdivider or any successor in interest.

4. Prior to the issuance of any building permit or final map, the applicant shall attach a copy of the final approval letter. The approval letter shall accompany a narrative that describes how the requested permit addresses each of the approved conditions of approval.
5. 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 and operation of the project/business. The project approval letter shall be posted or made readily available upon demand by City staff.
6. Prior to approval of the final map, the applicant shall provide suitable documentation that a homeowners association or equivalent entity will be formed to provide maintenance of all project common areas, and have said documentation recorded prior to or concurrent with the final map. Notes shall be added to the final map identifying that maintenance responsibility of all common areas shall be the responsibility of the HOA or equivalent entity.
7. 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. 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 need to be varied for the pouring of concrete slabs, interior construction hours or other modifications, a plan detailing the construction operations and provisions to minimize impacts on nearby residential areas shall be submitted and approved to the satisfaction of Administrator.
8. Prior to approval of the final map, the applicant shall provide staff with a copy of information provided by RTC on the Smart Trips Program. This information shall be included with purchasing information for each homebuyer.
9. Prior to approval of the final map, the applicant will be required to provide a design exception approved by the City Engineer for the construction of the driveway.
10. As shown on the site plan, signage shall be provided on the final map and building permit plans indicating: 1) that parking spaces in the hammerhead area are for guests only; 2) that parking is not allowed in the striped turnaround area adjacent to the accessible space; and 3) that the trash enclosure gate is required to be kept closed at all times.

11. Garages used for required parking shall remain available for parking in perpetuity. Prior to approval of the final map, the applicant shall provide CC&Rs including language that requires residents to use garages for parking and that restricts vehicle parking in front of the garages/units or anywhere in the private driveway, and have said documentation recorded prior to or concurrent with the final map. Said standards shall be enforced by the homeowners association or equivalent entity. The final map shall include a note that restricts parking in front of the garages/units or in the private driveway.

**Findings:**

***General Review Criteria and Considerations:*** 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.

***Tentative Map:*** Approval of tentative maps shall be subject to the approval criteria in Section 18.08.304(e), *Approval Criteria Applicable to All Applications*, and criteria set forth in NRS Section 278.349(3), as follows:

- a) Environmental and health laws and regulations concerning water and air pollution, solid waste disposal, water supply facilities, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
- b) Availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
- c) Availability and accessibility of utilities;

- d) Availability and accessibility of public services such as schools, police and fire protection transportation, recreation and parks;
- e) Conformity with the zoning ordinances, master plan, and elements thereof, except that if any existing zoning ordinance is inconsistent with the master plan, the zoning ordinance takes precedence;
- f) General conformity with the governing body's master plan of streets and highways;
- g) Effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
- h) Physical land characteristics such as flood plain, slope, soil;
- i) Recommendations and comments of those entities reviewing the tentative map pursuant to NRS 278.330 and 278.348;
- j) Availability and accessibility of fire protection, including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires, including fires in wild lands; and
- k) Submission by the subdivider of an affidavit stating that the subdivider will make provision for payment of the tax imposed by Chapter 375 of NRS and for compliance with the disclosure and recording requirements of subsection 5 of NRS 598.0923, if applicable, by the subdivider or any successor in interest.

**Attachments:**

**Exhibit A. Case Maps**

**Exhibit B. Preliminary Civil Plans**

**Exhibit C. Preliminary Landscape Plan**

**Exhibit D. Agency Comments**

**Exhibit E. NAB & Public Comments**