

**PLANNING COMMISSION
STAFF REPORT**

Date: November 2, 2022

To: Reno City Planning Commission

Subject: **Staff Report (For Possible Action): Case No. LDC23-00014 (Washoe County CARES Campus) – A request has been made for a conditional use permit for the campus expansion of a homeless services facility. The 16.58 acre site is generally located north of East 4th Street, directly south of I-80, and west of I-580 within the Mixed-Use Urban (MU) zoning district. The site has a Master Plan land use designation of Urban Mixed-Use (UMU).**

From: Brook Oswald, Associate Planner

Ward #: 3

Case No.: LDC23-00014

Applicant: Washoe County - Brett Steinhardt

APN: 008-211-51, 008-211-50, 008-211-47, 008-211-48

Request: **Conditional Use Permit:** To allow the campus expansion of a homeless services provider.

Location: Refer to Case Maps (**Exhibit A**)

Proposed Motion: Based upon compliance with the applicable findings, I move to approve the conditional use permit, subject to conditions.

Summary: The request is to allow the campus expansion of the CARES Campus homeless services facility. This conditional use permit will supersede previous entitlements on the properties and serve as the master approval for the entire campus. The proposed expansion includes construction of an intake area, cafeteria, overflow shelter, offices, and improvements to the existing shelter. The Safe Camp and restroom / laundry facilities are under construction and future phases include housing and additional recreation and park facilities. Staff analysis focused on compatibility, safety and security, and supporting policies of the Master Plan. Staff can make all findings with the proposed conditions and recommends approval of the request.

Background: On November 18, 2020, the Washoe County Board of Commissioners, Sparks City Council, and Reno City Council entered into an interlocal agreement to develop and support

operations of the Nevada CARES Campus. The subject properties were identified as suitable for development and cases LDC22-00033 (Washoe County Safe Camp) and LDC21-00025 (Nevada Cares Campus) (**Exhibit B**) were approved to establish a homeless services provider and set the framework for the initial development of the campus. A portion of the site is under the control of the Nevada Department of Transportation (NDOT) and Washoe County will secure necessary permits from NDOT to perform work on the property.

Discussion: The expansion of the CARES homeless services campus is needed to provide services to the unsheltered population of the region. CARES Act funding, partnerships, and available land has provided the region with an opportunity to expand and enhance these services. Approval of the conditional use permit allows the campus to continue to grow and provide vital services. A phased approval allows flexibility to expand in order to meet changing needs as funding and opportunities are available. An abandonment request for a portion of Line Drive will be submitted by Washoe County prior to construction of Phase IV (**Condition 4**). An approved abandonment would consolidate the campus and reduce security concerns.

Analysis: Reno Municipal Code exempts public meal providers and homeless facilities from conforming to design standards for the associated base and overlay zones.

The overall design outlines the campus facilities / amenities and provides a phased approach to the project (**Exhibit C**). The main structure was constructed in 2020 and provides shelter for a maximum of 700 occupants (Phase I). Permanent restroom and laundry facilities and minor interior upgrades to the main structure are under construction (Phase II). The adjacent Safe Camp is under construction and provides a safe and secure location for 50 modular rooming units, a warming building, landscape and recreational space. The requested expansion will include a main intake building which contains offices, cafeteria space, and improvements to an existing building for offices and an overflow shelter (Phase III) (**Exhibit D**). Future development will consist of apartment style bridge housing, buildout of additional recreational and park facilities, and private supportive housing (Phase IV and V) (**Exhibit C**). The CARES Campus direction has evolved past the approved Special Use Permit and Conditional Use Permit associated with the sites and this request will supersede the previous entitlements and govern the future development of the overall campus and associated housing (**Condition 5**).

Compatibility: The proposed project is located in a general area where several homeless housing, sheltering, and services are available. The project is supportive of these uses and the larger communities' goals. The proposed services will not generate smoke, glare, dust, vibrations, fumes, or other pollution that would constitute a nuisance to surrounding properties. Reno Municipal Code (RMC) outlines a homeless service shall not be within 600 feet of a K-12 school or residentially zoned property and shall not be located within the Redevelopment District 1. Analysis of these requirements was conducted in the previous entitlement (LDC22-00030) and the subject

property(s) were found to comply. Surrounding residential uses are not anticipated to be impacted. The Mixed-Use Urban (MU) zoning district allows 24 hours of operation and potential impacts are minimized by site design and the security and operational protocol requirements of the campus.

Safety and Security: The campus is operated by the Volunteers of America (VOA) (**Condition 6**) and the project site will be staffed and monitored to ensure the safety of the users and surrounding properties. Users will be required to check in at the security building prior to entry and outreach monitors will ensure facility rules are followed. VOA staff will be supported by security staff and/or security operations protocols that will be established through a security plan developed in coordination with the Reno Police Department and other associated law enforcement agencies (**Condition 7**).

The standards of station distribution, response times, inter-local agreements, private fire protection measures, and concurrency management requirements are adequate to ensure that emergency services can be provided to future development facilitated by this request. Reno Fire Department Station 1 is located at 494 East Fourth Street with an estimated response time of three minutes. Station 21 is located at 2501 Mill Street with an estimated response time of seven minutes. All development of permanent structures will be required to follow the International Building and Fire Code as adopted at the time of building plan submittal.

Steel fencing will be installed along the entire perimeter of the site along with gates and an exit turnstile. Security lighting is proposed and will be constructed so that the light is directed downward and away from the property lines per RMC.

Landscape and Recreation Space: The overall open space and landscaped area of the campus meets or exceeds the requirements of RMC. Recreation opportunities and park amenities are provided within the campus design and are in alignment with level of service targets.

Access and Connectivity: The main campus access is proposed on Threlkel Street and leads into customer and secured employee parking areas, and the check in facility. Emergency accesses are provided at the eastern terminus of Seventh Street and at Line Drive. The access location on Line Drive is anticipated to change subject to approval of the future abandonment request. No significant impacts are anticipated from traffic generated by the project.

The Fourth Street Bus Rapid Transit Line is located to the south of the subject site with the closest station within 700 feet of the campus. Safe pedestrian connectivity is proposed throughout the campus and connectivity is provided to the surrounding public sidewalk system. 129 vehicle parking spaces will be provided including 13 ADA stalls distributed throughout the campus. The proposed parking plan meets the off-street requirements of RMC. Secure bicycle parking will be located at specified areas within the campus.

Utilities: The proposed project is located on an infill site with existing utilities and services available. Water will be provided by Truckee Meadows Water Authority; Sewer will be provided by the City of Reno; Gas and Electric will be provided by NV Energy; and Solid waste disposal services will be provided by Waste Management.

Master Plan Conformance: The subject site has a Master Plan land use designation of Urban Mixed-Use (UMU) and is located in an Urban Corridor per the Structure Plan Framework of the Reno Master Plan. As proposed and with the recommended conditions, the project is substantially in conformance with the Master Plan land use designation and the following applicable Master Plan goals and policies:

- 2.2B: Underutilized properties
- 4.1G: Regional Housing Incentives
- 4.5A: Connectivity and Access
- 5.4C: Transit-Oriented/Transit Supportive Development
- 6.4: Encourage Health and Wellness through Access, Education, and Prevention.
- 6.4A: Coordinated Approach
- 6.4B: Continuum of Services and Programs
- 6.4C: Homeless Resources
- 6.4F: Funding Priorities
- 8.6C: Partnerships

The request aligns with the City Council's Strategic Plan and supports the goals of economic opportunity, homelessness, and affordable housing.

Public and Stakeholder Engagement: Agency comments were received and incorporated into the analysis. The item was presented to the City Safe and Clean Committee and reviewed by City Code Enforcement for comment. The item was reviewed by the Ward 3 Neighborhood Advisory Board. A courtesy notice was sent to surrounding property owners upon initial submittal of the project and no comments were received. Any future comments will be forwarded to the Planning Commission. Required project noticing will occur prior to public hearing.

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 apply for all building permits for all phases of the project within 48 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. Prior to the issuance of a building permit associated with Phase IV development (**Exhibit C**), the applicant shall submit an application for abandonment of the portions of Line Drive required for the subject phase.
5. Conditional Use Permit LDC23-00014 (Washoe County Cares Campus) will supersede previous entitlements (LDC21-00025 and LDC22-00030) on the subject properties identified in this request.
6. The site shall be actively managed at all times the facility is open and shall ensure all code requirements associated with a public meal provider/homeless services use are implemented and enforced.
7. Prior to beginning operations, the operator shall develop a security plan in coordination with City of Reno Staff, City of Reno Police Department, and other applicable law enforcement agencies. Said security plan shall be implemented while the facility is open and operating.

Legal Implications: Legal review completed for compliance with City procedures and Nevada law.

Financial Implications: None at this time.

Findings:

General Approval 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.

Conditional Use Permit: 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 conditional use permit:

- (1) The proposed location of the use is in accordance with the objectives of this Title and the purpose of the zoning district in which the site is located;
- (2) The proposed land use and project design is compatible with surrounding development;
- (3) The proposed land use and project design is consistent with applicable development standards;
- (4) Public services and facilities are available to serve the project, or will be provided with development;
- (5) The characteristics of the use as proposed and as may be conditioned are reasonably compatible with the types of use permitted in the surrounding area; and
- (6) The granting of the conditional use permit will not be materially detrimental to the public health, safety, or welfare. The factors to be considered in evaluating this application shall include:
 - a. Property damage or nuisance resulting from noise, smoke, odor, dust, vibration, or illumination; and
 - b. Any hazard to persons and property.

Attachments:

Exhibit A - Case Maps

Exhibit B – Previous Approvals

Exhibit C - Campus Phasing and Utility Plans

Exhibit D – Architectural Elevations