LYON COUNTY PLANNING COMMISSION  
TUESDAY, MARCH 12, 2024  
9:00 AM  
LYON COUNTY ADMINISTRATIVE COMPLEX  
27 S. MAIN STREET  
YERINGTON, NV 89447

Join Zoom Meeting  
https://us02web.zoom.us/j/89710612800?pwd=N29uNjh5QkJ4M0pTVmxkRnkvakphUT09  
Meeting ID: 897 1061 2800  
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Planning Commission meetings are open to the public and members of the public may attend in person and the meetings are also virtual and the public may attend via Virtual Zoom.

Public Comment: Lyon County allows the following alternatives for public comment. If you are attending the virtual Zoom meeting, public comment may be provided by raising your hand and requesting to provide public comment. This can occur in several ways, including by dialing *9 from your phone to raise your hand and request to speak for public comment. To unmute yourself, dial *6. You can also provide public comment for this meeting by sending an email to Shannon Juntunen at sjuntunen@lyon-county.org, the day prior to the posted meeting date. Be sure to type, PUBLIC COMMENT, in the subject line.

Written public comments may also be mailed to the Lyon County Community Development Office at 27 S. Main Street, Yerinton, Nevada 89447, but all public comments must be received prior to the date of the meeting if the comments are to be included in the supplemental materials. Any written public comment received the day of the meeting will be compiled and added as supplemental materials to the County’s website and distributed to the Planning Commission within 24 hours after the meeting. Members of the Public may attend the meeting in person at the Greg Hunewill Lyon County Commission Chambers, 27 S. Main Street, Yerinton, Nevada.
AGENDA

(Activity will be taken on all items unless otherwise noted)
(No action will be taken on any item until it is properly agendized).

To avoid meeting disruptions, please place cell phones and beepers in the silent mode or turn them off during the meeting.

The Board reserves the right to take items in a different order to accomplish business in the most efficient manner. Items may be combined for consideration and items may be pulled or removed from the agenda at anytime.

Restrictions on comments by the general public: Any such restrictions must be reasonable and may restrict the time, place and manner of the comments, but may not restrict comments based upon viewpoint.

1. Roll Call

2. Pledge of Allegiance

3. Public Participation (no action will be taken on any item until it is properly agendized) - Members of the public who wish to address the Planning Commission may approach the podium and speak on matters related to the Lyon County Planning Commission, but not on items appearing on the Agenda. Speakers are asked to state their name for the record and to sign and print their name on the form at the lectern. Comments are limited to three minutes per person or topic. The Commission reserves the right to reduce this three minute time limit, as well as limit the total time for public comment. If your item requires extended discussion, please request the Chair to calendar the matter for a future Planning Commission meeting. The Planning Commission will not restrict comments based on viewpoint. The same applies to public testimony on each Agenda item. The Chair may reopen public participation at any time during the meeting. No action may be taken upon a matter raised under this item of the Agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

4. Review and Adoption of Agenda (for possible action)

5. Community Development Director Comments

6. For Possible Action: Approval of Minutes

   6.a. For Possible Action: To approve the minutes from the February 13, 2024 meeting.

      • February 13, 2024 Minutes

7. Presentation and Reading of Miscellaneous Correspondence

8. Advisory Board Reports

9. Public Hearing Items
RECESS TO CONVENE AS THE LYON COUNTY PUBLIC LANDS MANAGEMENT ADVISORY BOARD

10. Public Participation (no action will be taken on any item until it is properly agendized)

11. Board Member Comments

12. Future Agenda Items

13. Public Participation (no action will be taken on any item until it is properly agendized)

ADJOURN TO RECONVENE AS THE LYON COUNTY PLANNING COMMISSION

14. Staff Comments and Commissioner Comments

14.a. For Possible Action: Staff update on recent Commissioner actions.

15. Public Participation (no action will be taken on any item until it is properly agendized) - Members of the public who wish to address the Planning Commission may approach the podium and speak on matters related to the Lyon County Planning Commission but not on items appearing on the Agenda. Comments are limited to three minutes per person or topic and will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the Agenda until the matter itself has been specifically included on an Agenda as an item upon which action may be taken.

16. ADJOURNMENT

Pursuant to NRS 241.020, the agenda has been posted at the following locations: Lyon County Administrative Complex (27 S. Main Street, Yerington, NV), the Lyon County Website: https://www.lyon-county.org, and the State Website: https://notice.nv.gov. Supporting documentation for the items on the agenda is available to members of the public at the County Manager’s Office (27 S. Main Street, Yerington, NV), by phone (775)463-6531, or by email requests to countyclerks@lyon-county.org.

Lyon County recognizes the needs and civil rights of all persons regardless of age, race, color, religion, sex, handicap, family status, or national origin. In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternate means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible agency or USDA’s TARGET Center at (202) 720-2600 (voice and T) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.
To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found on-line at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410; Fax: (202) 690-7442; or Email: program.intake@usda.gov.

T.D.D. services available through 463-2301 or 463-6620 or 911 (emergency services) notice to persons with disabilities: members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Commissioners'/Manager's office in writing at 27 S. Main Street, Yerington, NV 89447, or by calling (775) 463-6531 at least 24 hours in advance.

Lyon County is an equal opportunity provider.

Agenda and Backup Material is Available at www.lyon-county.org
Lyon County Planning Commission Agenda Summary

Meeting Date: March 12, 2024

Agenda Item Number: 6.a

Subject:
For Possible Action: To approve the minutes from the February 13, 2024 meeting.

Summary:

Financial Department Comments:

Approved As To Legal Form:

County Manager Comments:

Recommendation:

ATTACHMENTS
  • February 13, 2024 Minutes
LYON COUNTY PLANNING COMMISSION MEETING MINUTES

February 13, 2024

The February 13, 2024 meeting of the Lyon County Planning Commission was called to order by Commission Chairwoman Audrey Allan, at approximately 9:00 a.m. at the Lyon County Administrative Complex, 27 S. Main Street, Yerington, NV, 89447.

Attending staff: Community Development Director, Louis Cariola; Senior Planner, Lisa Nash; Planning Technician, Kerry Page; and Administrative Assistant, Shannon Juntunen were present.

1. Roll Call

Members present: Commissioners Audrey Allan, Loretta Sell, Ralph Ewing, Michael Carlson, Shannon Ceresola, Connie Kuzmicki and Mark Jones attended in chambers. A quorum was noted.

2. Pledge of Allegiance – The Pledge of Allegiance was led by Commissioner Jones.

3. Public Participation – None

4. Review and Adoption of the Agenda

Commissioner Ewing motioned to adopt the agenda as presented. Commissioner Jones seconded and the motion passed by unanimous vote (7 Ayes, 0 Nay, 0 Abstentions)

5. Community Development Director Comments

5.a. For Presentation Only: Presentation by the Community Development Director on Planning Process and procedure.

Community Development Director, Louis Cariola, started by explaining the functions of the Master Plan versus Zoning. The Master Plan is a guiding document that outlines long-term goals of how the community wants a specific area to develop, whereas Zoning dictates allowable uses. Master Plan amendments are processed up to three times a year and are heard by both the Planning Commission as well as the Board of Commissioners, which is the final deciding body. The Commissioners asked if the County can make a property owner change their zoning if it does not match the Master Plan. Mr. Cariola responded the County cannot make a property owner change their Zoning or Master Plan. However, if a property owner is applying for a zone change, it has to conform with the current Master Plan. In the event it does not, the property owner will be required to go through a Master Plan amendment as well. Mr. Cariola explained the proper way to make motions, giving examples of approval, denial and continuance. He also explained how staff uses findings to ensure a project meets development standards, goals and policies of the Master Plan, allowable uses based on the zoning district and the importance of using them to base a motion on. Next, Mr. Cariola explained the process of Tentative Subdivision Maps. The Tentative Map stage sets forth the development standards and conditions of approval the applicant must fulfill before the final map, or first in series of final maps, is recorded. Most Subdivisions are developed in phases with a final map for each phase. Applicants are allowed one 2-year extension before the Tentative Map expires with one 2-year extension for each additional phase. There was discussion on required water rights. Mr. Cariola explained an applicant dividing property by parcel map or subdivision map is required to provide the adequate water rights for each new parcel being created before recordation of the final map. He also spoke about the developer’s responsibility to provide an Improvement Bond in the amount of 150% of the estimated cost of improvements to ensure completion of those improvements and before a Site Improvement permit is issued. Once all the improvements are completed and approved by the County Engineer, Road Director and Utilities Director, the Improvement bond is replaced with a 10% maintenance bond held for a one year warranty period. He also went on to say the county does not create roads, developers/development does. Once they are dedicated, the county maintains them. Acceptance of the Offer of Dedication occurs upon release of the Maintenance Bond. Mr. Cariola
spoke to the Commission about the process staff goes through with applicants/applications and the reason staff often recommends approval of a project. If the proposed application meets the findings and development standards staff has no legal reason to recommend denial. Many times staff has seen a proposed project and met with applicants before it goes before the Planning Commission or Board of Commissioners, often in a Round Table which is an informal meeting where staff provides applicants with direction and helps identify roadblocks or potential problems. Mr. Cariola ended his presentation by briefly speaking about the importance of creating area drainage guidelines/master plan. This allows the county to require developers to adhere to those standards and implement alternative options to retention and or detention ponds and to mitigate potential flooding.

The Commissioners thanked Louis for his presentation.

6. For Possible Action: Approval of Minutes

6.a. For Possible Action: To approve the minutes from the January 9, 2024 meeting.

Commissioner Jones motioned to approve the minutes from the January 9, 2024 meeting as amended. Commissioner Sell seconded, the motion passed by unanimous vote (7 Ayes, 0 Nay, 0 Abstentions).

7. Presentation and Reading of Miscellaneous Correspondence - There was none

8. Advisory Board Reports – None

9. Public Hearing Items

9.a. For Possible Action: To forward a recommendation to the Board of Commissioners for a Zoning Map Amendment request from Lyon County to amend the Zoning Map designation from the Title 10 district of M-1 (General Industrial-Title 10) to the Title 15 district of PF (Public Facility) for a 0.57-acre lot located at 56 Red Rock Rd. in Mound House (APN: 016-233-06) PLZ-2024-004.

Senior Planner, Lisa Nash, presented the staff report. Lyon County is requesting a zoning map amendment to change the current zoning on the subject parcel, totaling 0.57 acres in size, from M-1 (General Industrial – Title 10) to PF (Public Facilities – Title 15) to be consistent with the Master Plan designation of Public/Quasi Public. The subject site is a former Central Lyon County Fire Protection District fire station and is intended for conversion to a Community Center for the Mound House area. The building will undergo renovations and improvements as additional funds are made available.

Public Comment - None

Commissioner Ewing motion to forward a recommendation of approval to the Board of Commissioners for the request to amend the Zoning Map designation from the Title 10 district of M-1 (General Industrial-Title 10) to the Title 15 district of PF (Public Facility), for a 0.57-acre lot located at 56 Red Rock Rd. in Mound House (APN: 016-233-06) PLZ-2024-004.

Commissioner Sell seconded, the motions passed by unanimous vote (7 Ayes; 0 Nay; 0 Abstentions).

RECESS TO CONVENE AS THE LYON COUNTY PUBLIC LANDS MANAGEMENT ADVISORY BOARD

10. Public Participation - None

11. Action Items - None

12. Board Member Comments - None

13. Future Agenda Items - None

14. Public Comment - None

ADJOURN TO RECONVENE AS THE LYON COUNTY PLANNING COMMISSION
15. **Staff comments and Commissioner Comments:**

Mr. Cariola updated the Commission on recent action of the board.

At the February 1, 2024 meeting, the board continued the Traditions Commercial Tentative Subdivision Map application due to a change in parcel numbers as a result of a recent Boundary Line Adjustment. The item will be heard at the March 7, 2024 meeting. He also gave a brief presentation to the Board of Commissioners on the proposed contract with Waste Management.

16. **Public Participation**- There was none

17. **Adjournment at 10:12 a.m.**

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Audrey Allan, Chairwoman

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Shannon Juntunen, Administrative Assistant
Lyon County Planning Commission Agenda Summary

Meeting Date: March 12, 2024

Agenda Item Number:
14.a

Subject:
For Possible Action: Staff update on recent Commissioner actions.

Summary:

Financial Department Comments:

Approved As To Legal Form:

County Manager Comments:

Recommendation:

ATTACHMENTS
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