

1000.15

# University Village

Application to the City of Reno for:  
**Master Plan Amendment**



Prepared by:

**KLS Planning & Design Group  
9480 Double Diamond Parkway, Suite 299  
Reno, Nevada 89521**



**(775) 852-7606  
Fax (775) 852-7609**

Prepared for:

**UVRP, LLC  
Attn: Robert Fitzgerald  
PO Box 8070  
Reno, NV 89507**

**January 12, 2009**

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**Table of Contents**

Project Requests .....1  
Property Location .....1  
Request Description .....2  
University Village Description .....6  
North Virginia Street TOD Boundary .....6  
North Virginia Street TOD Supporting Policies .....6  
Master Plan Amendment Findings .....10

**List of Figures:**

Figure 1 – Vicinity Map.....1  
Figure 2 – Existing Reno Master Plan Map .....3  
Figure 3 – Proposed Reno Master Plan Map .....4  
Figure 4 – Existing Reno Zoning Map .....5  
Figure 5 – Proposed North Virginia Street TOD Corridor Boundary.....8  
Figure 6 – North Virginia Street TOD Corridor Circulation Concept .....9

**List of Tables:**

Table 1 – Existing & Proposed Land Use Summary.....2

**Appendix:**

- Reno Development Application
- Application for Master Plan Amendment
- Application Requirements Checklist
- General Application Checklist
- Neighborhood Advisory Board - Agenda Reservation Form
- City of Reno Planning Application Service Charges
- Owner Affidavit
- Applicant Affidavit
- Legal Description

## DESCRIPTION

Parcels of land situate within Sections 26, 27 and 35, T.20N., R.19E., M.D.M, Washoe County, Nevada, more particularly described as follows:

### APN 003-062-01:

Commencing at the corner common to Sections 26, 27, 34, and 35, T.20N., R.19E., M.D.M.; thence along the north line of said Section 35, S 89°38'36" E, 1012.30 feet to the Point of Beginning;

thence continuing along said north line, S 89°38'36" E, 303.43 feet;

thence N 01°33'54" E, 50.00 feet;

thence N 89°38'36" W, 245.42 feet;

thence S 50°06'27" W, 77.39 feet to the point of beginning.

Containing 0.31 acres, more or less.

### APN 003-340-14:

Commencing at the corner common to Sections 26, 27, 34, and 35, T.20N., R.19E., M.D.M.; thence along the north line of said Section 35, S 89°38'36" E, 1315.73 feet to the Point of Beginning;

thence S 01°12'15" W, 673.69 feet;

thence S 89°49'02" E, 50.00 feet;

thence N 01°12'15" E, 673.54 feet;

thence N 89°38'36" W, 50.00 feet to the point of beginning.

Containing 0.77 acres, more or less.

### APN 003-332-01:

Beginning at the northeast corner of the W1/2 of the W1/2 of said Section 35;

thence S 01°12'15" W, 2695.19 feet;

thence S 89°13'56" W, 800.95 feet;

thence along the arc of a non-tangent 1042.00 foot radius curve to the left from a tangent bearing N 04°36'53" W through a central angle of 08°53'59" a distance of 161.85 feet;

thence N 13°30'52" W, 248.26 feet;

thence along the arc of a 1592.00 foot radius curve to the right through a central angle of 09°40'50" a distance of 268.98 feet;

thence N 03°44'07" W, 472.87 feet;

thence along the arc of a 1535.00 foot radius curve to the right through a central angle of 04°31'54" a distance of 121.41 feet;

thence N 00°47'47" E, 197.19 feet;

thence along the arc of an 800.00 foot radius curve to the right through a central angle of 14°54'26" a distance of 208.14 feet;

thence N 15°42'13" E, 575.71 feet;

thence along the arc of an 800.00 foot radius curve to the right through a central angle of 34°01'15" a distance of 475.02 feet;

thence N 49°43'28" E, 151.14 feet;

thence S 89°38'36" E, 458.83 feet to the point of beginning.

Containing 54.44 acres, more or less.

### APN 002-030-05:

Beginning at the northeast corner of the W1/2 of the SW1/4 of said Section 35;  
thence S 01°12'15" W, 938.60 feet;  
thence N 65°39'18" W, 527.03 feet;  
thence along the arc of a 402.00 foot radius curve to the right through a central angle of 63°24'51" a distance of 444.93 feet;  
thence N 02°14'27" W, 318.97 feet;  
thence along the arc of a 1092.00 foot radius curve to the left through a central angle of 02°11'51" a distance of 41.88 feet;  
thence N 89°13'56" E, 750.84 feet to the point of beginning.  
Containing 12.68 acres, more or less.

APN 003-340-16:

Commencing at the corner common to Sections 26, 27, 34, and 35, T.20N., R.19E., M.D.M.;  
thence along the north line of said Section 35, S 89°38'36" E, 293.53 feet to the Point of Beginning;  
thence continuing along said north line, S 89°38'36" E, 563.37 feet;  
thence S 49°43'28" W, 151.14 feet;  
thence along the arc of an 800.00 foot radius curve to the left through a central angle of 34°01'15" a distance of 475.02 feet;  
thence S 15°42'13" W, 575.71 feet;  
thence along the arc of an 800.00 foot radius curve to the left through a central angle of 04°08'21" a distance of 57.79 feet;  
thence N 88°53'35" W, 270.73 feet;  
thence N 02°32'07" E, 198.96 feet;  
thence S 87°27'53" E, 114.00 feet;  
thence N 00°31'21" E, 277.67 feet;  
thence N 80°03'52" W, 89.00 feet;  
thence along the arc of a non-tangent 1920.00 foot radius curve to the right from a tangent bearing N 09°56'08" E through a central angle of 13°20'28" a distance of 447.06 feet;  
thence N 23°16'36" E, 202.48 feet to the point of beginning.  
Containing 8.93 acres, more or less.

APN 003-340-15:

Commencing at the corner common to Sections 26, 27, 34, and 35, T.20N., R.19E., M.D.M.;  
thence along the north line of said Section 35, S 89°38'36" E, 856.90 feet;  
thence S 49°43'28" W, 151.14 feet;  
thence along the arc of an 800.00 foot radius curve to the left through a central angle of 34°01'15" a distance of 475.02 feet;  
thence S 15°42'13" W, 575.71 feet;  
thence along the arc of an 800.00 foot radius curve to the left through a central angle of 04°08'21" a distance of 57.79 feet to the Point of Beginning;  
thence continuing along the arc of said 800.00 foot radius curve to the left through a central angle of 10°46'05" a distance of 150.35;  
thence S 00°47'47" W, 150.46 feet;  
thence N 88°53'35" W, 265.75 feet;  
thence N 02°32'07" E, 300.09 feet;  
thence S 88°53'35" E, 270.73 feet to the point of beginning.  
Containing 1.81 acres, more or less.

APN 003-340-17:

Commencing at the corner common to Sections 26, 27, 34, and 35, T.20N., R.19E., M.D.M.;  
thence along the north line of said Section 35, S 89°38'36" E, 293.53 feet;  
thence S 23°16'36" W, 202.48 feet;  
thence along the arc of a 1920.00 foot radius curve to the left through a central angle of  
13°20'28" a distance of 447.06 feet to the Point of Beginning;  
thence S 80°03'52" E, 89.00 feet;  
thence S 00°31'21" W, 277.67 feet;  
thence N 87°27'53" W, 145.77 feet;  
thence N 02°27'55" E, 32.43 feet;  
thence along the arc of a 1950.00 foot radius curve to the right through a central angle of  
07°40'37" a distance of 261.27 feet;  
thence S 80°03'52" E, 30.90 feet to the point of beginning.  
Containing 0.89 acres, more or less.

Basis of bearings is the Nevada State Plane Coordinate System, West Zone Grid, NAD83 per Survey  
Map 4958.



## Project Requests

This application includes the following requests for the project:

- A request for a **Master Plan Amendment** to:
  - Change the land use designations for the University Village site from Mixed Residential, Urban Residential Commercial and Single Family Residential to Special Planning Area.
  - Amend the North Virginia Street Transit Oriented Development (TOD) Corridor boundary to include the University Village site.

## Property Location

This site is located east of North Virginia Street, south of Parr Boulevard and north of North McCarran Boulevard in Reno Nevada. It includes 11 parcels which are APN 003-062-01 (0.31 acres), APN 003-340-14 (0.77 acres), APN 002-030-05 (12.68 acres), APN 003-332-01 (54.44 acres), APN 003-340-15 (1.81 acres), APN 003-340-16 (8.93 acres), APN 003-340-17(0.89 acres), APN 003-020-40(5.04 acres), APN 003-020-49(10.64 acres), APN 003-020-50(9.27 acres) and APN 003-020-60(.43 acres) that total 105.21 acres.

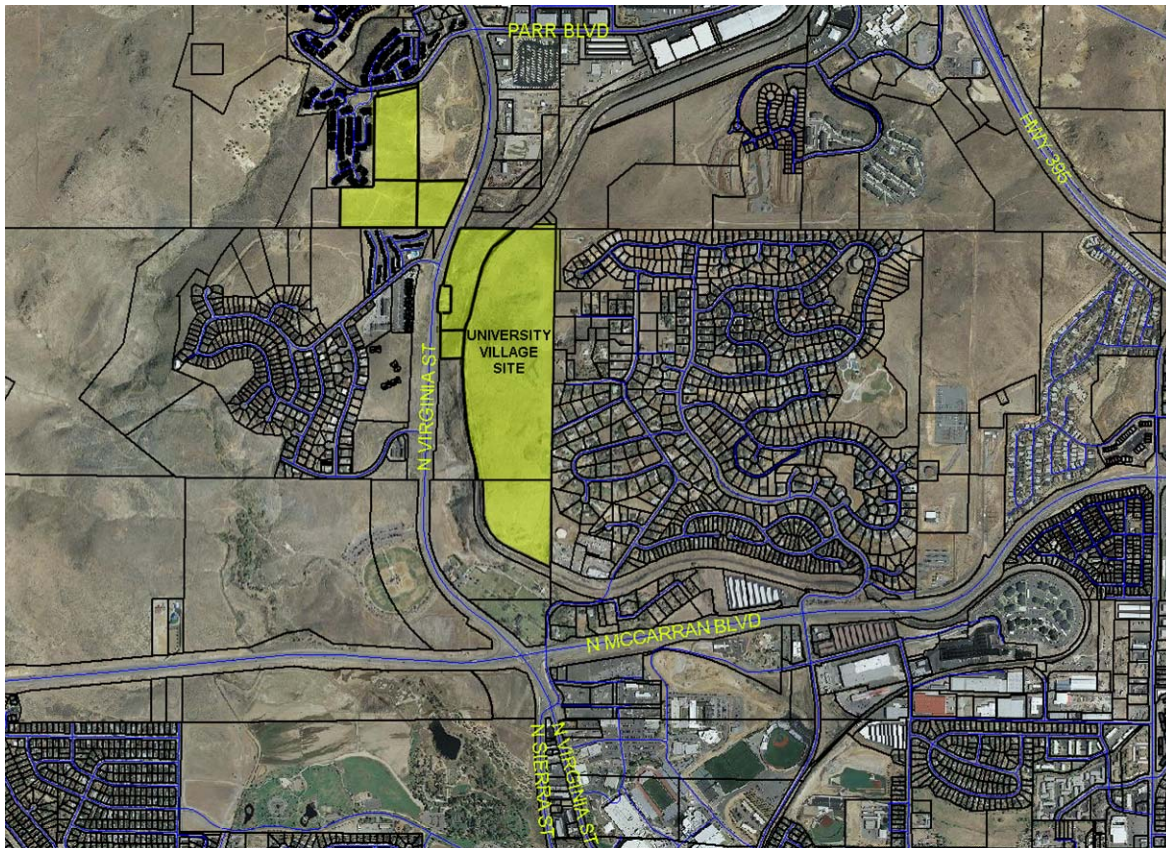


Figure 1 – Vicinity Map

**Request Description**

This request is to change the Master Plan land use designations for the University Village site and to revise the North Virginia Street TOD Corridor Plan boundary to include the University Village site. Existing land use designations are shown in Figure 2, page 3 and the proposed land use designations are shown on Figure 3, page 4, the proposed Reno Master Plan. Existing zoning is shown in Figure 4, page 5. Table 1 below is a summary of the existing and proposed land use designations.

**Table 1 – Existing & Proposed Land Use Summary**

<b>Existing Land Use Designation</b>	<b>Proposed Land Use Designation</b>	<b>Acreage</b>
Mixed Residential	Special Planning Area	75.09
Single Family Residential	Special Planning Area	19.53
Urban Residential Commercial	Special Planning Area	9.82
Special Planning Area	Special Planning Area	0.77
<b>Total</b>	---	<b>105.21</b>



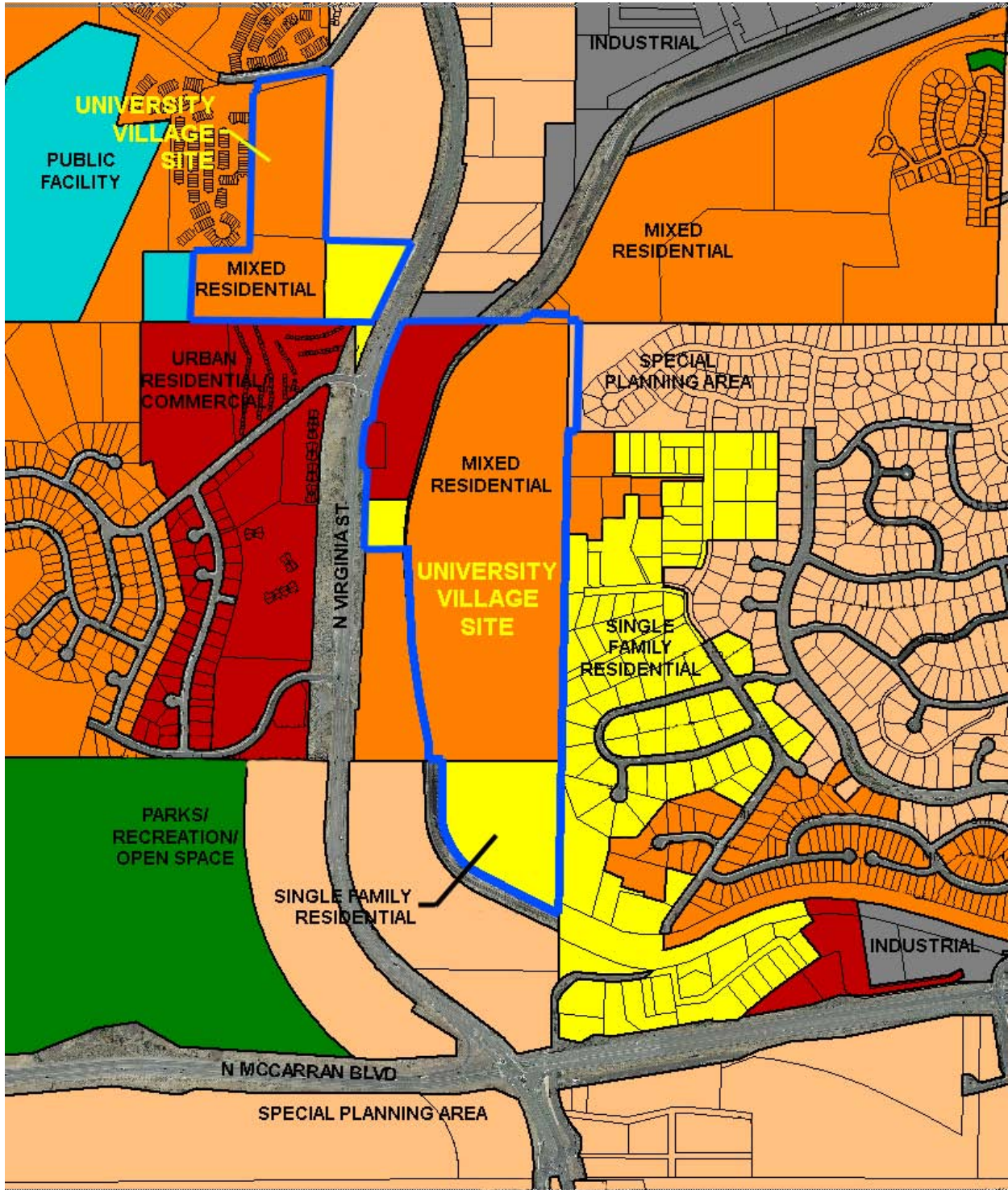


Figure 2 – Existing Reno Master Plan Map



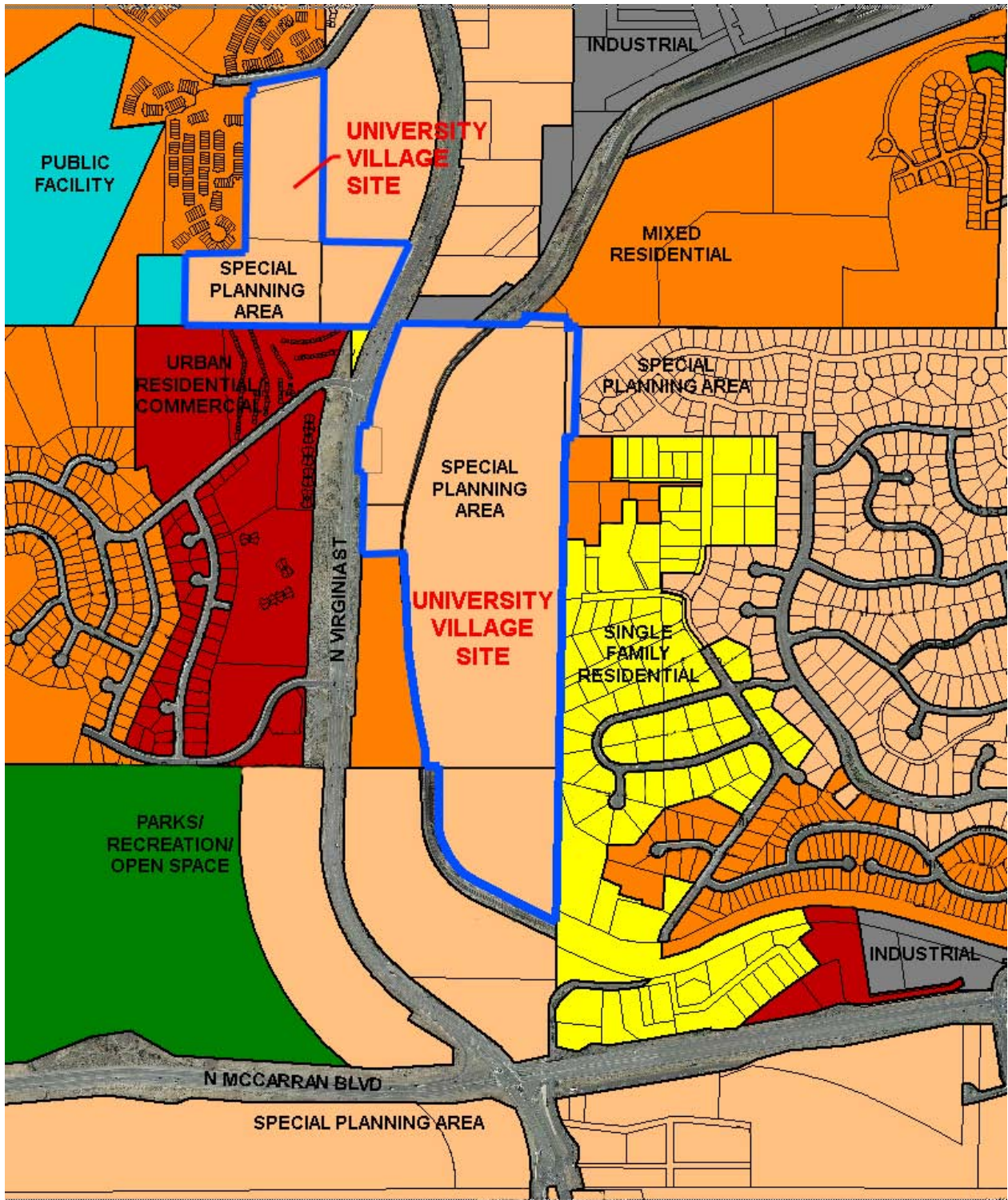


Figure 3 – Proposed Reno Master Plan Map



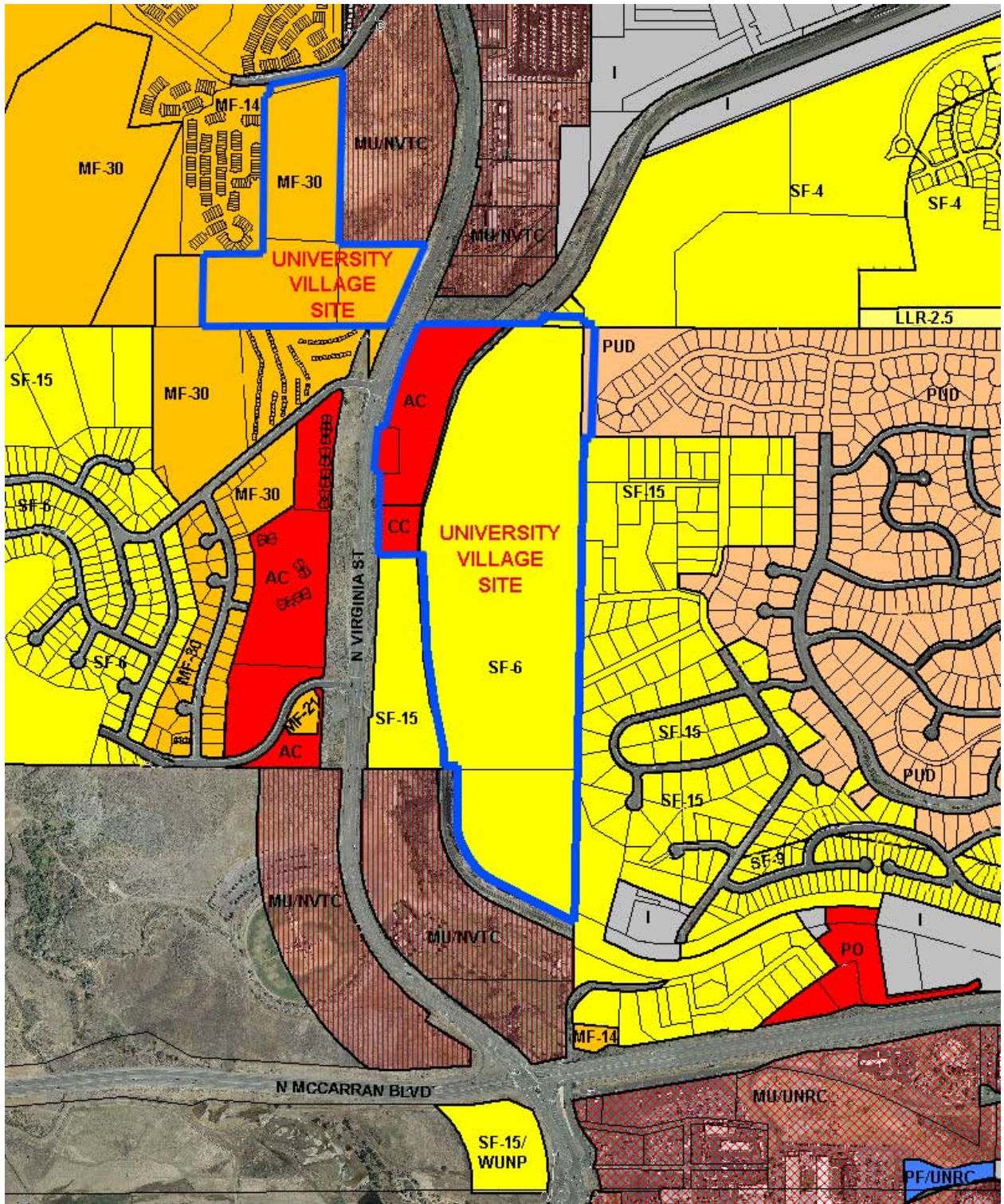


Figure 4 – Existing Reno Zoning Map

## University Village Description

This master plan amendment request is the first step in planning for the future University Village. Although the project is not designed at this policy level entitlement process, the applicant envisions a mixed use project that is anchored by a strong statement with university type housing product and support retail services and restaurants. It is expected to be a complex that emphasizes student housing with 3 to 5 story product, and a floor area ratio that meets TOD standards. It will have a pedestrian and bicycle connection to the university and deemphasize the use of automobile by the nature of the location, the target market and product type. Building placement will need to address the orientation standards that are required for TOD's along with other fundamental TOD standards which include density, building coverage and parking.

## North Virginia Street TOD Boundary

The Truckee Meadows Regional Plan defines the North Virginia Street TOD Corridor as the corridor which is generally ¼ mile on each side of North Virginia Street extending from the University of Nevada Regional Center northern boundary to the southern boundary of the Reno-Stead Airport Regional Center. The site has frontage on North Virginia Street so the distance from Virginia Street ranges from 0 feet to 1,300 feet which meets TOD criteria. The adjacent site to the south is in the North Virginia Street TOD allowing for the TOD to be contiguous through the University Village site. Figure 5, page 8 shows the proposed North Virginia Street TOD boundary. Figure 6, page 7 shows the site in relation to the planned transit stations along North Virginia Street. As seen in Figure 6, the primary entrance at the signalized intersection with Talus Way is a proposed transit station.

## North Virginia Street TOD Supporting Policies

The following North Virginia Street TOD policies support the Master Plan amendment and are addressed in **bold face** type.

### Policy 1 – Identity

- B. The natural characteristics of the area should be respected and new development should demonstrate an effort to retain natural features and land contours.

**University Village will respect the natural characteristics of the area and make an effort to retain natural topographic features and land contours.**

### Policy 2 – Infrastructure

- C. Transit should be available and promoted with significant transit amenities, including park-and-ride, benches, passenger waiting shelters, bus turn-outs, trash containers, and safe pedestrian facilities.

**The site will have a strong pedestrian and bicycle connection to the university and the NVTOD plan already shows a planned transit station at the main entrance intersection. Other transit amenities will be included when the University Village is designed.**

- E. Infrastructure improvements and capital improvement plans should be reviewed and updated to support and encourage development along the TOD.

**The University Village site is a logical addition to the North Virginia Street TOD.**

**Policy 3 – Attractions**

- A. A mixture of land uses should be encouraged that are pedestrian oriented including a variety of housing, offices, retail, entertainment, hotels, restaurants, parks, day care, and public agencies and services.

**The applicant envisions a mixed use project that is anchored by a strong statement in university type housing product with support retail services and restaurants. It is expected to be a complex that emphasizes student housing with 3 to 5 story product, and a floor area ratio that meets TOD standards, and other fundamental TOD standards.**

**Policy 4 – Intensity/density**

- A. New development should provide a minimum residential density of 14 dwelling units per acre and a minimum of 0.25 floor area ratio (FAR) for nonresidential and mixed use development.

**New development will provide the minimum residential density and FAR along with mixed use development as a basic requirement of TOD criteria.**

- C. Infill and redevelopment should be encouraged for the underutilized and vacant parcels.

**The University Village site is currently vacant and underutilized. This is an infill property.**

**Policy 5 – Pedestrian Connections**

- A. A safe and inviting environment for transit, pedestrians, and bicycles should be established. Providing streetscape amenities including landscaping, benches, crosswalks, median refuges on large streets, and signal timing to ensure pedestrian safety and manage traffic flow.

**The site will have pedestrian and bicycle emphasis and a connection to the university. It has a planned transit station at the main entrance. Safety and managing traffic flow will be part of the University Village design.**

- D. Connectivity and access for pedestrians and bicycles should be provided and developed from the TOD to the surrounding area.



The site will have a pedestrian and bicycle connection to the university.

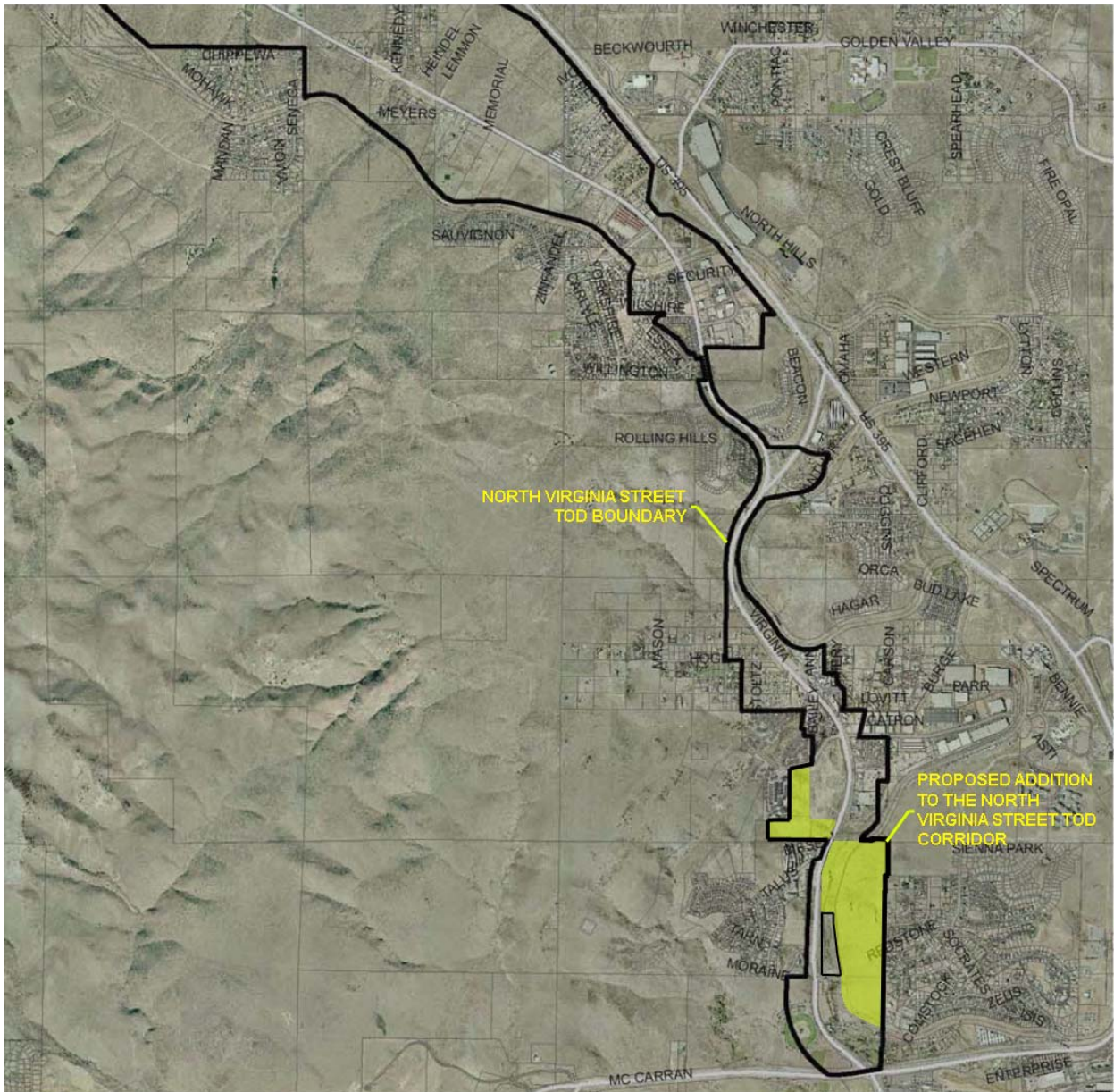
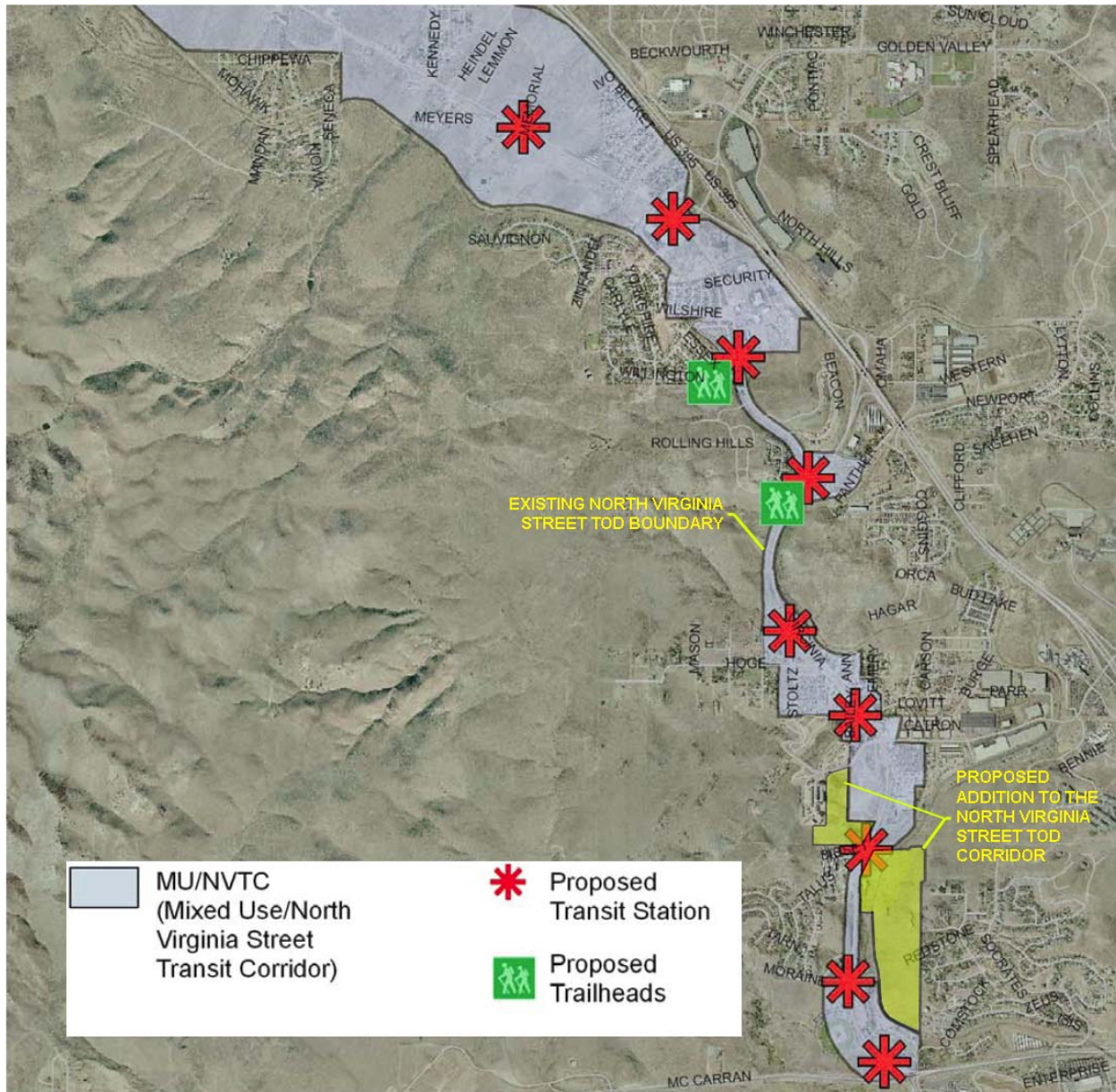




Figure 5 – Proposed North Virginia Street TOD Corridor Boundary



**Figure 6 – North Virginia Street TOD Corridor Circulation Concept  
Future Entitlement & Design**

The applicant chooses to pursue this land use change to Special Planning Area with the intent to apply for MU/NVTOD zoning overlay in the future. A PUD is an alternative zoning to the NVTC. There is no specific project design at this time. Nor is there a mechanism for approval of a project with the master plan change since the Cold Springs ruling that requires sequential applications for projects that include a master plan change, zone change, and then a development application. A SUP is likely to be required with the development application for Hillside Development and Cuts & Fills.

**MU/NVTC Land Uses**

In review of the MU/NVTC Ordinance, the applicant expects the uses proposed for University Village will work within the NVTC framework of the allowed uses. The primary uses will be multi family residential, restaurants, bars, general retail, and possibly lodging. Single family detached would require a Special Use Permit in the NVTC, and Motels are prohibited. Uses allowed by right in the MU ordinance that may be considered for University Village include multi family, single family attached, condos, townhomes, bars, convenience stores, general retail, self service laundry, offices, restaurants with or without alcohol, fitness center, and a pool hall.

**NVTC Design Standards**

- Design standards in the NVTC that the design of University Village must address include:
- Architecture & Site Layout – at least 75% of the total street front shall be comprised of building which includes pedestrian amenities.
- Parking - No parking in front of buildings and standards ratios as noted in table 12-8 of the zoning code (off street parking requirement table)
- Pedestrian and Transit amenities to address locational criteria for access to buildings and shall equal at least 1% of the project costs net of land & financing.
- Residential Adjacency
- Density of 14 du per acre for residential ,and .25 FAR for mixed use elements of the project
- Setbacks – these are varied from conventional zoning as shown in Table 2 below

**Table 2 – NVTC Required Setbacks**

Setback Area	Setback Required
<b>Front on N Virginia</b>	18' from curb & other specific stds in 18.08.302
<b>Front yard</b>	10'
<b>Side or Rear next to Residential</b>	1:3 height to setback ratio from res property line
<b>Side</b>	0' or 5' or greater
<b>Rear</b>	0' of 5' or greater
<b>Alleys</b>	0'

## Master Plan Amendment Findings

The City of Reno has (5) findings for a Master Plan Amendment Requests. All findings are listed below and addressed in **bold face** type.

1. There has been a change in the area or in the conditions on which the current designation was based which warrants the amendment;

**The University Village site would make a logical addition to the North Virginia Street TOD Corridor due to its proximity to North Virginia Street and its adjacency to properties located in the North Virginia Street TOD.**

2. The density and intensity of the proposed Master Plan Amendment is sensitive to the existing land uses and is compatible with the existing adjacent land use designations;

**The proposed Special Planning Area designation for the site is highly compatible with the most of the existing adjacent land uses. One sensitivity area is the University ridge single family residential on the east property line. That interface will require specific design features to address compatibility. The site is bordered by Mixed Residential, Single Family Residential, Urban Residential Commercial and Special Planning Area land uses. Most of the adjacent parcels already share a boundary with parcels designated as Special Planning Area.**

3. The amendment will provide for orderly physical growth of the City, enhance the urban core and foster safe, convenient and walkable neighborhoods and shopping districts;

**Under the Special Planning Area land use designation and as part of the North Virginia Street TOD the site will provide exactly what this finding is requiring. The University Village will provide neighborhoods and shopping districts that meet the requirements of the TOD and thus make this finding.**

4. There are or are planned to be adequate transportation, recreation, utility and other facilities to accommodate the uses and densities permitted by the proposed Master Plan designation; and

**There are adequate facilities to support the uses and densities permitted by the Special Planning Area.**

5. The proposed change is in substantial conformance with the goals and policies of the Master Plan and other adopted plans and policies.

**The proposed Special Planning Area with the site being added into the North Virginia Street TOD Corridor substantially conforms to the goals and policies of the Master Plan as pointed out in the policies from the NVTOD master plan document.**



### RENO DEVELOPMENT APPLICATION

ACTION REQUESTED:  
(Please Check)

- ABANDONMENT
- ANNEXATION \*\*
- BOUNDARY LINE ADJUSTMENT
- MASTER PLAN AMENDMENT**
- MINOR DEVIATION
- PARCEL MAP
- REVERSION TO ACREAGE
- SITE PLAN REVIEW
- SPECIAL USE PERMIT - MAJOR
- SPECIAL USE PERMIT - MINOR
- TENTATIVE MAP
- WITH MAINTENANCE DISTRICT
- VARIANCE
- ZONING MAP AMENDMENT
- AMENDMENT IN A COOPERATIVE PLANNING AREA

**\*\*Annexations are required to be submitted separately and may not be combined with other applications**

For Community Development Department Use Only:	
CASE NUMBER:	
Date Received	_____
Time Received	_____

PROJECT NAME: University Village

PROJECT DESCRIPTION: A request for a Master Plan Amendment to re-designate 11 parcels of the University Village site from Mixed Residential, Urban Residential Commercial and Single Family Residential to Special Planning Area and to Amend the North Virginia Street Transit Oriented Development (TOD) Corridor boundary to include the University Village site.

PROPERTY SIZE: 105.21 acres ASSESSOR'S PARCEL NO(S): 003-062-01, 003-340-14, 002-030-05, 003- 332-01

ATTACH LEGAL DESCRIPTION OF PROPERTY. 003-340-15, 003-340-16, 003-340-17, 003-020-40,

ZONING - EXISTING: SF-6, PUD, MF-30, AC, PROPOSED: No Change in Zoning

MASTER PLAN - EXISTING: Mixed Res, SPA, SFR PROPOSED: SPA

EXISTING LAND USE: Urban Res/Commercial Undeveloped

PROPERTY OWNER(S)

NAME: UVRP, LLC Attn: Robert L. Fitzgerald

ADDRESS: PO Box 8070  
Reno, NV 89507

PHONE: (775) 825-9280

APPLICANT/DEVELOPER(S)

NAME: UVRP, LLC Attn: Robert L. Fitzgerald

ADDRESS: PO Box 8070  
Reno, NV 89507

PHONE: (775) 825-9280

FAX NO: (775) 201-0258

PERSON TO CONTACT REGARDING APPLICATION:

NAME: Mike Hennessy  
(IF SAME AS OWNER OR APPLICANT, PLEASE INDICATE)

ADDRESS: 9480 Double Diamond Parkway, Suite 299  
Reno, NV 89521

PHONE: (775)852-7606

FAX NO: (775)852-7609

E-MAIL ADDRESS: mikeh@klsdesigngroup.com

The City of Reno will direct all mail on this project to the contact person designated above. The above information is required.

## **APPLICATION REQUIREMENTS**

The administrator reserves the right to require additional information on any application prior to determining that it is complete. **Turning in incomplete applications may be grounds upon which the City may recommend denial or deny the project.**

**APPLICATIONS** Originals shall be unbound with two hole punch at top of application. Copies shall be collated and bound into separate packets of the following:

- Application Form(s)
- Owner's Affidavit, Applicant Affidavit
- n/a  If there is a mobile home park within 750 feet, provide the park parcel number, name, and address.
- Advisory Board information (**This requirement does not apply to site plan reviews**)
- Legal Description (legal descriptions for annexations, zone changes and abandonments must be signed and stamped by a land surveyor of the State of Nevada)
- 8-1/2" x 11" Site Plan (see map guidelines)
- 8-1/2" x 11" Zoning/Vicinity Map (see map guidelines)
- n/a  24" x 36" Colored Display Map (**1 copy only for original application**)
- n/a  24" x 36" Non-Colored Display Map
- n/a  8-1/2" x 11" Color Building Elevations
- n/a  24" x 36" Building Elevations (original to be in color)
- n/a  24" x 36" Preliminary Grading and Drainage Plan (if applicable)
- n/a  24" x 36" Preliminary Landscape Plan (if applicable) - may be part of the site plan - SEE CHECKLIST
- \*\*\*Minimum map scale for grading and utility maps is 1 inch = 60 feet.
- FOLD ALL 24" X 36" MAPS TO APPROXIMATELY 9" X 12"
- n/a  Calculate handicap parking spaces and regular parking spaces
- n/a  Information on Signage
- n/a  Exterior lighting
- n/a  Slope map (for hillside developments)
- Supporting Information
- Application Requirements Checklist
- Check or Money Order

Original Application and Twenty copies for the following applications:

### **Master Plan Amendment**

Tentative Map

Original Application and Fifteen copies for the following applications unless filed with one of the above-noted requests:

Special Use Permit  
Variance  
Zoning Map Amendment

Original Application and Ten copies for the following applications unless filed with one of the above-noted requests:

Abandonment Site  
Plan Review  
Annexation

Additional copies may be requested on a case-by-case basis dependent on distribution requirements.

### **Cooperative Planning**

Original application and 26 complete copies including the Cooperative Planning application and requirements are required.

"There are additional application requirements - see the Cooperative Planning application.

Projects of Regional Significance, add:

- n/a  Six (6) copies of a Traffic Study
- n/a  One (1) copy of the application should be delivered to Regional Planning

Tentative Maps; Parcel Maps with at least one parcel of 2.5 acres or less; Special Use Permits and Site Plan Reviews where the site is greater than one acre or where cut slopes exceed 20' and fill slopes exceed 10', add:

- n/a  Preliminary Grading and Drainage Plan



**CITY OF RENO**  
**APPLICATION FOR MASTER PLAN AMENDMENT**

ASSESSOR'S PARCEL NO.: 003-062-01, 003-340-14, 002-030-05, 003- 332-01 003-340-15, 003-340-16, 003-340-17,  
003-020-40,003-020-49, 003-020-50, 003-020-60

EXISTING LAND USE DESIGNATION ON THE MASTER PLAN: Mixed Residential, SPA, Single Family Residential  
Urban Residential Commercial

PROPOSED: Special Planning Area

PRESENT ZONING: SF-6, PUD, MF-30, AC, CC PROPOSED ZONING: No change to existing zoning

**DESCRIPTION OF MASTER PLAN DESIGNATION, ZONING AND USES OF ALL ADJACENT PROPERTIES:**

NORTH Mixed Residentail undeveloped, Union Pacific Rail Road, Industrial.

SOUTH North Virginia Street Transit Oriented Development (TOD), Urban Residential developed.

EAST Single Family Residential developed, Mixed Residential developed, Special Planning Area developed

WEST North Virginia Street, Mixed Residential undeveloped and developed

This property is (check one): North of the Truckee River   
South of the Truckee River

ADD GRAPHIC WHICH DEPICTS THE MASTER PLAN DESIGNATIONS IN THE VICINITY OF THE SITE.

**HOW WILL THE MASTER PLAN AMENDMENT AFFECT:**

- THE LAND USE MIX The University Village is proposed to become part of the North Virginia Street TOD which will allow for a mix of uses on the site.
- AVAILABILITY OF LAND TO MEET HOUSING AND EMPLOYMENT DEMANDS The idea of the University Village is to provide a mix of uses that will create housing and employment
- DEVELOPMENT TRENDS IN THE AREA The trends in the area are transit oriented and mixed use development

DESCRIPTION OF WHY THE MASTER PLAN AMENDMENT IS BEING SOUGHT AT THIS TIME: \_\_\_\_\_  
This is the first step in planning for the future University Village master plan.

IN ORDER TO APPROVE A MASTER PLAN AMENDMENT, THE FOLLOWING QUESTIONS LISTED BELOW MUST BE ANSWERED IN THE AFFIRMATIVE. PROVIDE FACTS, EVIDENCE AND/OR THE BASIS WHICH THE PLANNING COMMISSION OR CITY COUNCIL COULD USE IN THEIR DELIBERATIONS.

**MASTER PLAN AMENDMENT FINDINGS**

In order to adopt an amendment to the Master Plan, the Planning Commission and City Council shall find the following:

1. There has been a change in the area or in the conditions on which the current designation was based which warrants the amendment;
2. The density and intensity of the proposed Master Plan Amendment is sensitive to the existing land uses and is compatible with the existing adjacent land use designations;
3. The amendment will provide for orderly physical growth of the City, enhance the urban core and foster safe, convenient and walkable neighborhoods and shopping districts;
4. There are or are planned to be adequate transportation, recreation, utility and other facilities to accommodate the uses and densities permitted by the proposed Master Plan designation; and
5. The proposed change is in substantial conformance with the goals and policies of the Master Plan and other adopted plans and policies.

THE MASTER PLAN IS POLICY OF THE CITY OF RENO. IT IS THE APPLICANT'S RESPONSIBILITY TO DEMONSTRATE WHY IT SHOULD BE CHANGED.

You must include the following with this application:

- Reno Development Application
- Owner and Applicant Affidavit
- Notice of Mobile Home Park within 750 ft.
- Advisory Board Information
- Legal Description
- 8 ½" x 11" Site plan
- 8 ½" x 11" Zoning/Vicinity Map
- Supporting Information
- Application Checklist
- Check of Money Order (see Planning Fee Schedule)
- A digital copy of the proposed zoning/master plan land use must be provided in a GIS or DWG format. This data must be in the Stateplane, NAD83 ground projection.

**\*\*Original Application and Twenty Copies are required for this application\*\***

\*Additional copies may be requested on a case-by-case basis dependent on distribution requirements

## GENERAL APPLICATION CHECKLIST

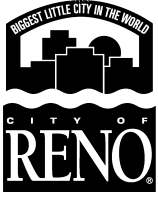
### INCOMPLETE APPLICATIONS WILL NOT BE SCHEDULED FOR PUBLIC HEARING.

APPLICATIONS Originals shall be unbound with two hole punch at top of application. Copies shall be collated and bound into separate packets of the following:

Applicant Complete and Correct	Item No.	ITEMS REQUIRED FOR GENERAL APPLICATION CHECKLIST	Staff Incomplete
<input checked="" type="checkbox"/>	1	Application Form(s)	<input type="checkbox"/>
<input checked="" type="checkbox"/>	2	Owner's Affidavit, Applicant Affidavit	<input type="checkbox"/>
n/a <input type="checkbox"/>	3	If there is a mobile home park within 750 feet, provide the park parcel number, name, and address	<input type="checkbox"/>
<input checked="" type="checkbox"/>	4	Advisory Board information <b>(This requirement does not apply to site plan reviews)</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	5	Legal Description <b>(legal descriptions for annexations, zone changes and abandonments must be signed and stamped by a State of Nevada professional land surveyor)</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	6	8-1/2" x 11 " a Site Plan and the "Site Plan, Access and Circulation Checklist" (see map guidelines and the checklist section of this application)	<input type="checkbox"/>
<input checked="" type="checkbox"/>	7	8-1/2" x 11" Zoning/Vicinity Map (see map guidelines)	<input type="checkbox"/>
n/a <input type="checkbox"/>	8	24" x 36" Colored Display Map (1 <b>copy only for original application</b> )	<input type="checkbox"/>
n/a <input type="checkbox"/>	9	24" x 36" Non-Colored Display Map	<input type="checkbox"/>
n/a <input type="checkbox"/>	10	8-1/2" x 11" Color Building Elevations	<input type="checkbox"/>
n/a <input type="checkbox"/>	11	24" x 36" Building Elevations (original to be in color)	<input type="checkbox"/>
n/a <input type="checkbox"/>	12	24" x 36" Preliminary Grading & Drainage Plan and Checklist (if applicable)	<input type="checkbox"/>
n/a <input type="checkbox"/>	13	24" x 36" Preliminary Utility Plan and Checklist (if applicable) – may be part of the site/grading plan	<input type="checkbox"/>
n/a <input type="checkbox"/>	14	Preliminary Hydrology Report and Checklist (if applicable)	<input type="checkbox"/>
n/a <input type="checkbox"/>	15	Preliminary Geotechnical Report (if applicable)	<input type="checkbox"/>
n/a <input type="checkbox"/>	16	Preliminary Sewer Report and Checklist (if applicable)	<input type="checkbox"/>
n/a <input type="checkbox"/>	17	24" x 36" Preliminary Landscape Plan and Checklist (if applicable) - may be part of the site plan	<input type="checkbox"/>
n/a <input type="checkbox"/>	18	Traffic study as required by RMC 18.12.903	<input type="checkbox"/>
n/a <input type="checkbox"/>	19	Handicap parking spaces and regular parking space calculations	<input type="checkbox"/>
n/a <input type="checkbox"/>	20	Information on signage	<input type="checkbox"/>
n/a <input type="checkbox"/>	21	Exterior lighting	<input type="checkbox"/>
n/a <input type="checkbox"/>	22	Slope Cell Map (for hillside developments)	<input type="checkbox"/>
<input checked="" type="checkbox"/>	23	Supporting Information	<input type="checkbox"/>
<input checked="" type="checkbox"/>	25	Check or Money Order	<input type="checkbox"/>

**\*\*Map scale for grading and utility plans shall not exceed 1 inch = 60 feet. FOLD ALL 24" X 36" MAPS TO APPROXIMATELY 9" X 12"**

Date and time received in CRD: \_\_\_\_\_  
(This portion to be filled out by NAB Coordinator)



## City of Reno Neighborhood Advisory Board AGENDA RESERVATION FORM

Meeting Date: March 9th E-mail Address: MikeH@klsdesigngroup.com

NAB/Ward #: Ward Four Northeast Submitted By: Mike Hennessy

Chair Person: Mike Steedman Work Phone: (775) 852-7606

Staff Person: Lisa Mann Fax Number: (775)852-7609

Item Title: Exactly as it is to read on the agenda; please type or print; Item should read as it appears on information submitted. (*Developers, please include City of Reno Planning Dept., Case Number and Description.*)

- University Village. This project is a request for a **Master Plan Amendment** to change to a Special Planning Area for 11 parcels totaling 105.21 acres. Currently the site is a mix of Mixed Residential, Urban Residential/Commercial and Single Family Residential. Also a request to amend the North Virginia Street Transit Oriented Development (TOD) Corridor boundary to include the University Village site.

Information Only Item \_\_\_\_\_

Recommended Action/Motion \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Required Information

Materials Submitted:  
NAB member packages \_\_\_\_\_ Yes \_\_\_\_\_ No  
Planning Commission Meeting Date 04/01/09  
Board of Adjustment Meeting Date \_\_\_\_\_  
Reno City Council Meeting Date \_\_\_\_\_  
(Complete All Applicable Dates)

To be placed on a Neighborhood Advisory Board Agenda the "Agenda Reservation Form" is due to Community Relations staff no later than ten (10) working days at 1:00 p.m., prior to the NAB meeting date. Please fax to (775) 334-3124 or hand deliver to 1 E. First Street, 5th Floor, Reno. For additional information please call (775) 321-8318.

CITY OF RENO PLANNING APPLICATION SERVICE CHARGES

Project Name: <u>University Village</u>	Fax To: _____
Developer: _____	From: Planning Technician (775) 334-2221

When calculating fees, please make ONE (1) check payable to the City of Reno. However, that check will include the following fees:

	City of Reno Fees	Washoe County Health Fees	State Fees
Abandonment	\$ 3,564.00	\$ 203.00	
Amend Approved Condition Base Fee	\$ 2,144.00	\$ 56.00	
Amend Approved Condition - Cost Per Each Additional Condition	\$ 854.00	\$ 56.00	
Annexation (Per Case)	\$ 1,409.00	\$ 203.00	
Appeal - Administrative Decision	\$ 50.00		
Appeal - Site Plan Review	\$ 50.00		
Boundary Line Adjustment	\$ 1,202.00		
Development Agreement	\$ 17,065.00	\$ 1,772.00	
Master Plan Amendment	\$ 22,854.00	\$ 240.00	
Master Plan Amendment Regional Plan Conformance Review	\$ 3,691.00		
Master Plan Amendment (Cooperative Plan Area)	\$ 62,938.00	\$ 240.00	
Project of Regional Significance Review	\$ 3,136.00		
Truckee Meadows service Area/Future Service Area Amend.	\$ 3,750.00		
Minor Deviation	\$ 634.00		
Outdoor Dining	\$ 87.00		
Parcel Map	\$ 1,981.00	\$ 549.00	
Reversion to Acreage	\$ 1,323.00	\$ 203.00	
Re-Notice Per Applicant	\$ 1,145.00		
Site Plan Review	\$ 9,692.00	\$ 252.00	
State Water Fee (only if water use is 5 AFY or more) BASE	\$ 85.00		
_____ Total AFY - 5 = _____ X \$ .50 =	\$ _____		
Telecommunication Facility	\$ 6,159.00	\$ 252.00	
Special Use Permit	\$ 16,653.00	\$ 1,772.00	
Code Enforcement - Special Use Permits	\$ 585.00		
State Water Fee (only if water use is 5 AFY or more) BASE	\$ 85.00		
_____ Total AFY - 5 = _____ X \$ .50 =	\$ _____		
Tentative Map Per Map	\$ 22,834.00		
Washoe County Tentative Map BASE fee		\$ 524.00	
Washoe County Health Lot Fee \$5.00 X _____ lots =		\$ _____	
Nevada State EPA BASE			* \$ 100.00
Nevada State EPA Per lot Fee \$1.00 X _____ lots =			* \$ _____
State Conservation & Natural Resources BASE			** \$ 150.00
State Cons. & Natural Res. Per lot Fee \$1.00 X _____ lots =			** \$ _____
Text Amendment (initiated by Council) Hourly fee	\$88.00		
Time Extensions	\$ 614.00		
Variance (all zoning districts except single families)	\$ 5,300.00	\$ 203.00	
Variance (single family zoning district)	\$ 2,001.00	\$ 203.00	

<b>Zone Changes-</b>			
One District to Another Adopted District	\$ 10,972.00	\$ 240.00	
Review Development Standards Handbook	\$ 12,334.00	\$ 203.00	
Certification of Handbook by City Council	\$ 622.00		
Zone Change or Other Amendment to an Existing SPD or PUD	\$ 12,937.00	\$ 240.00	
Zone Change to Cooperative Plan	\$ 9,069.00	\$ 240.00	
Zone Change-Specific Plan District or PUD	\$ 30,981.00	\$ 240.00	
SPD or PUD Code Enforcement (for New SPD or PUD)	\$ 2,924.00		

City of Reno (includes application, water and Code Enforcement)

\$ 22,854

Washoe County District Health (includes Vector fees)

\$ 240

\* Nevada State E.P.A.

\$ \_\_\_\_\_

\*\*State Conservation and Natural Resources

\$ \_\_\_\_\_

**TOTAL AMOUNT DUE**

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\$ 23,094



# **Appendix**

**Reno Development Application**

**Application for Master Plan Amendment**

**Application Requirements Checklist**

**General Application Checklist**

**Neighborhood Advisory Board- Agenda Reservation Form**

**City of Reno Planning Application Service Charges**

**Owner Affidavit**

**Applicant Affidavit**

**Legal Description**