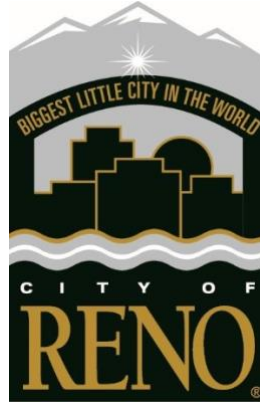


Mike Railey, Planning Manager  
Development Services Department  
P. O. Box 1900 Reno, NV 89505  
(775) 393-1047



April 28, 2025

TerraForm Companies  
6770 South 900 East, Suite 300  
Salt Lake City, UT 84047

Re: Minor Conditional Use Permit Case No. MUP25-00009 (TerraForm Jiffy Lube)  
APN: 010-430-18  
Ward: 2

Dear Applicant:

The Development Services Department has completed review of your request for a minor conditional use permit (MUP) to establish an Auto Service and Repair use (Jiffy Lube) within the Neighborhood Commercial (NC) zoning district and to allow for nonresidential development adjacent to residentially zoned property. The ±0.39-acre site (APN 010-430-18) is located at the southwest corner of Hunter Lake Drive and Mayberry Drive. The subject site is zoned Neighborhood Commercial (NC) and Multi-Family – 14 units per acre (MF-14) and has a Master Plan land use designation of Suburban Mixed-Use (SMU).

In review of the application and submitted materials, staff identified previous entitlements associated with the subject site. A Special Use Permit (SUP) associated with the Raley's supermarket north of the site (across Mayberry Drive) was granted on September 16, 1996 (Case No. 40-97) to allow for the installation of an off-site employee parking lot at the subject site. Thus, the subject site, as developed today, is encumbered by the Raley's supermarket SUP and is subject to the conditions of approval included with Case no. 40-97 (**Exhibit A**). Furthermore, per Reno Municipal Code (RMC) 18.04.705, Raley's is required to provide 135 onsite parking spaces. Currently, 117 spaces are located on the Raley's site (APN 010-234-21) with an additional 31 spaces located on the subject site, for a total of 148 spaces. Removal of the 31 onsite spaces not only conflicts with the current SUP conditions but would result in the creation of a non-conforming use (Raley's) which is prohibited per RMC.

In order for staff to consider the MUP request, an amendment to the current SUP (Case No. 4097) would be necessary to unencumber the subject site from requirements of the previous SUP

approval. Therefore, based on the materials submitted, the project fails to conform to the findings as required by the RMC 18.08.304(e) and 18.08.604(e). The Administrator hereby **denies** the requested MUP, Case No. MUP25-00009.

Re: MUP25-00009 (TerraForm Jiffy Lube)

Page 2

**Appeal of Administrative Decision:** This administrative decision may be appealed to the City Council by the applicant, the Mayor or a City Council Member, or any person who is "aggrieved" by the action or inaction. An appeal (together with fees) must be filed with the City Clerk within ten working days starting on the day after written notice of the action is filed with the City Clerk. The City Clerk's Office is located on the 2<sup>nd</sup> floor of Reno City Hall located at One East First Street, Reno, NV.

Sincerely,



Mike Railey, Planning Manager  
Development Services Department

Attachments: **Exhibit A** - Case No. 40-97 (Raley's/Mayberry) Decision Letter

xc: Odyssey Engineering  
Attn: Noah Vesely  
895 Roberta Ln., Suite 104 Sparks,  
NV 89431

Bertrand Living Trust et al  
1725 Berkely Dr. Reno,  
NV 89509

Mikki Huntsman, City Clerk  
Bob Flores, Building and Safety Manager  
Michael Mischel, P.E., Engineering Manager



## EXHIBIT A

September 16, 1996

P.O. Box 1900  
Reno, Nevada 89505

Katie Osgood  
Osgood Engineers  
130 Vine  
Reno, NV 89503

Subject: Case No. 40-97 (Raley's/Mayberry)

Dear Ms. Osgood:

At the regular meeting of the Board of Adjustment on September 11, 1996, the Board of Adjustment approved your request for an amendment to a special use permit to allow the installation of an off-site employee parking lot located on a  $\pm 0.39$  acre parcel located at the southwest corner of Hunter Lake Drive and Mayberry Drive in NC (Neighborhood Commercial) zone across the street from an existing supermarket, subject to the following conditions:

1. The project shall comply with all applicable City codes, and plans, reports, materials, etc., as submitted. In the event of a conflict between said plans, reports and materials and City codes, City codes shall prevail.
2. No more than 35% of the parking spaces may be compact.
3. Prior to the issuance of a building permit, the applicant shall submit a lighting plan with shielded lights and standards no taller than 12 feet to the satisfaction of the Community Development Department. Except for one central light, the lights shall be turned off after the close of the store (10:00 p.m.)
4. The applicant shall apply for a building permit for the project within eighteen (18) months of the date of Board of Adjustment approval, and continuously maintain the validity of that permit, or this approval shall be null and void.
5. Prior to the issuance of a building permit, the applicant shall dedicate a public use easement to the City for that portion of the sidewalk along Hunter Lake Drive not already in the public right-of-way.

6. Exit movements onto Hunter Lake Drive shall be restricted to right turns only; driveway design, channelization, and signing shall be to the approval of the Community Development Department.

The decision of the Board of Adjustment may be appealed by completing an appeal form and filing it with the City Clerk and paying any fee within ten (10) days of the date of the meeting at which the decision was made. The City Clerk shall set the appeal for public hearing before the City Council and mail a notice of the hearing to the appellant and all others who were mailed a notice of the hearing of the Board of Adjustment. Appeals may be filed by the Mayor, City Council member, applicant or his authorized representative, any property owner within 600' of the exterior boundary of the property involved, or any person who presented written or oral testimony before the Board of Adjustment. The City Council may affirm, reverse, or modify the decision.

In the absence of an appeal, no building permit may be issued until this letter has been on file with the City Clerk for ten (10) days.

You must attach a copy of this letter to your application for a building/sign permit.

Sincerely,



Laura M. Tuttle  
Principal Planner  
Community Development Department

xc: Gloria Dondero, Zoning Enforcement  
Don Cook, City Clerk  
Bob Gottsacker, Principal Engineer  
Mike Mitchell, Development Review Supervisor

Bud Bertrand  
1725 Berkeley  
Reno, NV 89503

