

**CARLIN PLANNING COMMISSION**  
**City of Carlin, State of Nevada**  
**Regular Meeting and Public Hearing**  
**Carlin City Hall**  
**101 S. Eighth Street**  
**Carlin, Nevada**  
**August 7, 2019 at 7:04 p.m.**

1. **Call to Order and Roll Call:**
  - a. Members Present: Karla Jones, Chairperson, Isabella Bender, Vice Chairperson, William Bender, Donnetta Skinner, Jan Brizee
  - b. Members Absent: Member Khatlyn Micheli, Vice Mayor Lincoln Litchfield
  - c. Staff Present: Melinda Harris, City Clerk
  - d. Public Present: Mike Tangreen and McKenna Hines from NewGen Farms.
  
2. **Public Comment – This time is devoted to comments by the general public and discussion to those comments. No action may be taken upon a matter raised at this time until the matter has been included on a successive agenda and identified as an action item. Pursuant to NRS 241.020. (Non-Action Item)**
  - a. McKenna Hines stated that NewGen Farms had gone in front of the Carlin City Council to get approval to move their dispensary license from Eureka County to Elko County and it did get approved. Mike Tangreen stated that he has talked to the Chief of Police, the Fire Chief, and the City Manager. State requirements are that it needs to be 1000 feet away from school and 300 feet from a community facility or park. They would be locating their dispensary at 402 Highway 278. The dispensary would be its own building on the same property as the Dovetail which is zoned Restricted Commercial. Will need to get on a future agenda for zoning.
  - b. Chairperson Karla Jones stated that she wanted to bring back the proposed draft of Title 3 to review zoning for marijuana dispensaries. The Council has already approved it, so we need to find a zone for it.
  
3. Pursuant to 3-11-6 of the Carlin City Code: review, discussion and possible approval of the election of a Chairperson and a Vice Chairperson for the 2019-2020 fiscal year and all related matters. **(For Possible Action)**
  - a. Member Donnetta Skinner stated that she wanted to keep the same people.
  - b. **Member Donnetta Skinner made a Motion to appoint Karla Jones as Chairperson and Isabella Bender as Vice Chairperson and all related matters. Member Jan Brizee seconded the Motion. Motion passed.**
  
4. Review, discussion, and possible approval of the appointment of Anna Claudine Meierhoff to the Carlin Planning Commission and all related matters. **(For Possible Action)**

- a. Chairperson Karla Jones read Anna Claudine Meierhoff's letter into the record. "I Anna Claudine Meierhoff have moved back to Carlin recently and am interested in being on the Carlin Planning Board. I served on it many many years ago and enjoyed it. I, now once again, am interested. Thank you for your time."
  - b. Chairperson Karla Jones stated she had no issues. The Planning Board would be full and we need a variety of input.
  - c. **Member Jan Brizee made a Motion to approve to appoint Anna Claudine Meierhoff to the Planning Board. Isabella Bender seconded the Motion. Motion passed.**
  
5. PUBLIC HEARING NOTICE is hereby given that the Carlin Planning Commission, Carlin, Nevada, will hold a public hearing at the Regular Meeting held on August 7, 2019, at 7:00 p.m., in the Carlin Municipal Court Meeting Room, 101 South Eighth Street, Carlin, Nevada. The purpose of this hearing is to review, discuss, and possibly approve a request to rezone parcel # 002-091-003, more commonly known as 818 Bush Street, Carlin, Nevada, 89822, from Commercial zoning to Intermediate Residence zoning, and all related matters. All comments regarding this matter will be considered at the Public Hearing. At the conclusion of the Public Hearing the Planning Board may motion to close the hearing. **(For Possible Action)**
  - a. Member Jan Brizee stated that Mrs. Carpenter called her house and said that if the Planning Commission had any questions, they could call Marie Carpenter at her home and that Marie Carpenter was not able to make it due to not being able to drive after dark.
  - b. Chairperson Karla Jones stated that the lawyers may have a problem with spot zoning, but that if they are redoing that entire block, that the lawyers may not have an issue with it. It is a residence on a commercial zoned property. When we pass Title 3, it would clean this whole block up.
  - c. **Member Isabella Bender made a motion to close the public hearing. Donnetta Skinner seconded the Motion. The Motion passed.**
  
6. REZONE: Review, discussion, and possible approval of a Request by Marie Carpenter to change the current Commercial zoning to Intermediate Residence zoning, for Parcel # 002-091-003 in the City of Carlin, County of Elko, State of Nevada and all related matters. **(For Possible Action)**
  - a. **Member Jan Brizee made a motion to rezone parcel # 002-091-003, more commonly known as 818 Bush Street, in the City of Carlin, County of Elko, State of Nevada, 89822 from Commercial zoning to Intermediate Residence zoning and all related matters. Member Donnetta Skinner seconded. The Motion passed.**
  
7. Review, discussion and possible approval of the Minutes of the Carlin Planning Commission for July 3, 2019 and all related matters. **(For Possible Action)**
  - a. Member Jan Brizee stated that there is a typo on item #3.

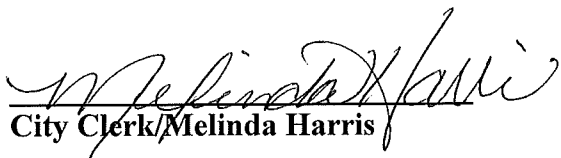
- b. Member Donnetta Skinner made a Motion to approve the minutes for July 3, 2019 with corrections and all related matters. Member Jan Brizee seconded the Motion. The Motion passed.**
- 8. Review, discussion and possible approval of the Carlin Master Plan and all related matters. (For Possible Action)**
- a. Chairperson Karla Jones stated that items that need to be added to the Master Plan include the youth center, the dispensary, exit 279, Carlin Historical Society, and Carlin Cares Committee, and the equestrian park.
  - b. Member Jan Brizee stated that they are doing Community Economic Development Strategy Meeting at the Senior Center in August.
  - c. Melinda Harris asked if they wanted the surveys back by the end of September or by the end of October.
  - d. Member Jan Brizee stated she wanted to have the survey out by August 31<sup>st</sup> and returned by September 30<sup>th</sup>, then collate data in October, and then review the data at the November meeting.
  - e. **Member Jan Brizee made a Motion to approve the Master Plan Survey to be sent out by August 31<sup>st</sup>, with an indication on the survey that the respondents need to submit those by September 30<sup>th</sup>, with data analysis in October, and data back to the Board on the November agenda and all related matters. Member Donnetta Skinner seconded. The Motion passed.**
- 9. Public Comment** – This time is devoted to comments by the general public and discussion to those comments. No action may be taken upon a matter raised at this time until the matter has been included on a successive agenda and identified as an action item. Pursuant to NRS 241.020. **(Non-Action Item)**
- a. **No public comments**
- 10. Adjournment. (For Possible Action)**
- a. **Member Donnetta Skinner made a Motion to adjourn. Member Jan Brizee seconded the Motion. The Motion passed. Meeting adjourned at 7:50 p.m.**

**APPROVED:**

  
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Chairperson Karla Jones

9/04/19  
\_\_\_\_\_  
Date Approved

**ATTEST:**

  
\_\_\_\_\_  
City Clerk/Melinda Harris