

**AGENDA MEMO**

**PLANNING COMMISSION MEETING DATE: APRIL 10, 2008**  
**DEPARTMENT: PLANNING AND DEVELOPMENT**  
**ITEM DESCRIPTION: SDR-27057 - APPLICANT/OWNER: NICHOLAS WOOLDRIDGE**

---

**\*\* CONDITIONS \*\***

**STAFF RECOMMENDATION:**      **APPROVAL**, subject to:

**Planning and Development**

1. Conformance to the conditions for Rezoning (Z-0026-91), except as amended herein.
2. This approval shall be void two years from the date of final approval, unless a building permit has been issued for the principal building on the site. An Extension of Time may be filed for consideration by the City of Las Vegas.
3. All development shall be in conformance with the site plan, landscape plan, and building elevations, date stamped 02/25/08, except as amended by conditions herein.
4. A Waiver from Title 19.12.040 Perimeter Landscape Buffering is hereby approved, to allow zero-foot wide landscape buffers along the north and south interior property lines where five feet would otherwise be required by code and less than a one-foot wide landscape buffer along the east interior property line where eight feet would otherwise be required by code.
5. A Waiver from Title 19.12.040 Perimeter Landscape Buffering is hereby approved, to allow zero-foot wide landscape buffer along the west property line at the right-of-way where 15 feet would otherwise be required by code and 10 feet were required by the Rezoning (Z-0026-91).
6. An Exception from Title 19.10.010 (J) (11) Parking Lot Landscaping is hereby approved, to allow one tree to be planted where two trees would otherwise be required for a nine space surface parking lot.
7. A technical landscape plan, signed and sealed by a Registered Architect, Landscape Architect, Residential Designer or Civil Engineer, must be submitted prior to or at the same time application is made for a building permit. A permanent underground sprinkler system is required, and shall be permanently maintained in a satisfactory manner; the landscape plan shall include irrigation specifications.

**SDR-27057 - Conditions Page Two**  
**April 10, 2008 - Planning Commission Meeting**

8. Pre-planting and post-planting landscape inspections are required to ensure the appropriate plant material, location, size of planters, and landscape plans are being utilized. The Planning and Development Department must be contacted to schedule an inspection prior to the start of the landscape installation and after the landscape installation is completed. A certificate of occupancy will not be issued or the final inspection will not be approved until the landscape inspections have been completed.
9. All mechanical equipment, air conditioners and trash areas shall be fully screened in views from the abutting streets.
10. All utility boxes exceeding 27 cubic feet in size shall meet the standards of LVMC Title 19.12.040.
11. Parking lot lighting standards shall be no more than 30 feet in height and shall utilize downward-directed lights with full cut-off luminaires. Lighting on the exterior of buildings shall be shielded and shall be downward-directed. Non-residential property lighting shall be directed away from residential property or screened, and shall not create fugitive lighting on adjacent properties.
12. A fully operational fire protection system, including fire apparatus roads, fire hydrants and water supply, shall be installed and shall be functioning prior to construction of any combustible structures.
13. All City Code requirements and design standards of all City Departments must be satisfied, except as modified herein.

**Public Works**

14. Remove all substandard public street improvements and unused driveway cuts adjacent to this site, if any, and replace with new improvements meeting current City Standards concurrent with development of this site.
15. The existing pan driveways are acceptable as one-way driveways.
16. Provide a copy of a recorded Joint Access Agreement between this site and the adjoining parcel to the south prior to the issuance of any permits.
17. If on-street parking is not already prohibited adjacent to this site, submit a written request to the City Traffic Engineer to eliminate parking on Jones Boulevard adjacent to this site prior to the issuance of any permits or the issuance of a business license, whichever may occur first. Comply with recommendations of the Traffic and Parking Commission.

**SDR-27057 - Conditions Page Three**  
**April 10, 2008 - Planning Commission Meeting**

18. Landscape and maintain all unimproved rightofway, if any, on Jones Boulevard adjacent to this site prior to the issuance of any permits. All landscaping and private improvements installed with this project shall be situated and maintained so as not to create sight visibility obstructions for vehicular traffic at all development access drives and abutting street intersections.
19. Obtain an Occupancy Permit for all landscaping and private improvements in the Jones Boulevard public right-of-way adjacent to this site.
20. Meet with the Flood Control Section of the Department of Public Works for assistance with establishing finished floor elevations and drainage patterns for this site prior to submittal of construction plans or the issuance of any building or grading permits, whichever may occur first. Provide and improve all drainageways as recommended.
21. Site development to comply with all applicable conditions of approval for Zoning Reclassification Z2691 and all other applicable site-related actions.

**SDR-27057 - Staff Report Page One**  
**April 10, 2008 - Planning Commission Meeting**

**\*\* STAFF REPORT \*\***

**PROJECT DESCRIPTION**

This is a request for a Site Development Plan Review for a proposed conversion of a 1,750 square-foot single family, detached residence to a commercial office with Waivers of perimeter landscape buffers requirements to allow a zero-foot buffer along the west property line where 15 feet is required by code and 10 feet was required by the original zoning request, a zero-foot buffer along the north and south property lines where five feet is required, and less than one-foot buffer along the east property line where eight is required. The subject site, located on 0.17 acres at 312 South Jones Boulevard, is one of the few remaining properties along this corridor that has not yet completed the conversion from residential to commercial through the site development plan review process.

The applicant has indicated that there will be remodel work done to make the existing residential structure more commercial in appearance. The conversion will require Waivers of perimeter landscape buffer widths and access to the rear of the site is accomplished via a shared access agreement. The conversion to low intensity commercial activity of this type along this corridor has anticipated for several years and the proposed conversion is in keeping with recent approvals in this area and is compatible with adjacent development. For these reasons, approval of this request is recommended.

**BACKGROUND INFORMATION**

<b><i>Related Relevant City Actions by P&amp;D, Fire, Bldg., etc.</i></b>	
05/01/91	The City Council approved a Rezoning (Z-0026-91) of this site to P-R (Professional Office and Parking) as part of a larger request which included properties generally on the east side of Jones Boulevard between Alta Drive and U.S. 95. Planning Commission recommended denial.
05/17/06	The City Council approved a General Plan Amendment (GPA-12156) to amend a portion of the Southeast and a portion of the Southwest Sector Plan of the General Plan from SC (Service Commercial), L (Low Density Residential) and M (Medium Density Residential) to O (Office) which included the subject parcel. Planning Commission recommended approval.
05/24/07	The Planning Commission approved a Site Development Plan Review (SDR-21195) for the proposed conversion of a single-family residence to a 1,700 square-foot office building and Waivers of perimeter landscape buffers requirements to allow a two foot buffer along a portion of the west property line where 15 feet is required, a three foot buffer along a portion of the east property line where eight feet is required, and a zero foot buffer along the a portion of the south property line where eight is required on 0.17 acres at 308 South Jones Boulevard. This is the parcel to the north which has a shared access agreement with the subject property. Staff recommended approval.

**SDR-27057 - Staff Report Page Two**  
**April 10, 2008 - Planning Commission Meeting**

<b><i>Related Building Permits/Business Licenses</i></b>	
09/25/07	A building permit application, plan check OTC-98668, was submitted for the site. This was for a plan check review for a building investigation to determine necessary requirements to bring the building up to code at 312 South Jones Boulevard. This permit was issued by the Building and Safety Department the same day as submitted. This permit received a final investigation inspection on 01/01/08.
<b><i>Pre-Application Meeting</i></b>	
01/25/08	A pre-application meeting was held and elements of this application were discussed. Parking ratios, access issues, landscaping waiver requirements and submittal requirements were discussed.
<b><i>Neighborhood Meeting</i></b>	
A neighborhood meeting is not required for this application, nor was one held.	

<b><i>Field Check</i></b>	
03/07/08	The Department of Planning and Development conducted a site visit that found that the site is fully developed. There is a wooden fence around the rear yard area that made it impossible to completely see that area; however, it appeared that the area is dirt currently. There were signs of work on the hardscaping on the subject site and the neighboring site to the north.

<b><i>Details of Application Request</i></b>	
<b><i>Site Area</i></b>	
Net Acres	0.17

<b>Surrounding Property</b>	<b>Existing Land Use</b>	<b>Planned Land Use</b>	<b>Existing Zoning</b>
Subject Property	Single Family, Detached (Proposed: Office)	O (Office)	R-1 (Single Family Residential) under resolution of intent to P-R (Professional Office and Parking)
North	Office, Other Than Listed	O (Office)	R-1 (Low Density Residential) under resolution of intent to P-R (Professional Office and Parking)
South	Office, Other Than Listed	O (Office)	P-R (Professional Office and Parking)
East	Single Family, Detached	L (Low Density Residential)	R-1 (Single Family Residential)
West	Single Family, Detached	L (Low Density Residential)	R-1 (Single Family Residential)

SDR-27057 - Staff Report Page Three  
 April 10, 2008 - Planning Commission Meeting

<i>Special Districts/Zones</i>	<i>Yes</i>	<i>No</i>	<i>Compliance</i>
<b>Special Area Plan</b>		X	n/a
<i>Special Districts/Zones</i>	<i>Yes</i>	<i>No</i>	<i>Compliance</i>
<b>Special Purpose and Overlay Districts</b>			
A-O Airport Overlay District (175 Feet)	X		Y
<b>Trails</b>		X	n/a
<b>Rural Preservation Overlay District</b>		X	n/a
<b>Development Impact Notification Assessment</b>		X	n/a
<b>Project of Regional Significance</b>		X	n/a

### DEVELOPMENT STANDARDS

*Pursuant to Title 19.08, the following development standards apply:*

<i>Standard</i>	<i>Required/Allowed</i>	<i>Proposed</i>	<i>Compliance</i>
Min. Lot Size	n/a	7,312 SF	n/a
Min. Lot Width	60 Feet	60.6 Feet	Y
Min. Setbacks			
• Front	20 Feet	25 Feet	Y
• Side	5 Feet	≥ 6 Feet	Y
• Corner	15 Feet	n/a	Y
• Rear	15 Feet	43.25 Feet	Y
Max. Lot Coverage	50%	24%	Y
Max. Building Height	2 Stories / 35 Feet (whichever is less)	1 Story / 12 Feet	Y
Trash Enclosure	Screened	Not Provided	Y
Mech. Equipment	Screened	Not Indicated	n/a

*Pursuant to Title 19.08.060, the following residential adjacency standards apply:*

<i>Residential Adjacency Standards</i>	<i>Required/Allowed</i>	<i>Provided</i>	<i>Compliance</i>
3:1 proximity slope	n/a *	43.25 Feet	n/a *
Adjacent development matching setback	15 Feet	43.25 Feet	Y
Trash Enclosure	50 Feet	Not Provided	Y

- Pursuant to Title 19.08.060 (B) (1) (c), a one-story building up to 15 feet in height may be constructed to the applicable setback line that is established for the zoning district in which the property is located in.

**SDR-27057 - Staff Report Page Four**  
**April 10, 2008 - Planning Commission Meeting**

***Pursuant to Title 19.10 and Title 19.12, the following landscaping standards apply:***

<b><i>Landscaping and Open Space Standards</i></b>				
<b><i>Standards</i></b>	<b><i>Required</i></b>		<b><i>Provided</i></b>	<b><i>Compliance</i></b>
	<b><i>Ratio</i></b>	<b><i>Trees</i></b>		
Parking Area	1 Tree / 6 Spaces	2 Trees	1 Trees	N *
Buffer:				
Min. Trees	1 Tree / 20 Linear Feet	7 Trees	2 Trees	N *
	1 Tree / 30 Linear Feet	6 Trees	0 Trees	N *
<b>TOTAL</b>		15 Trees	3 Trees	N *
Min. Zone Width	5 Feet @ Interior P Ls (North)		0 Feet	N *
	5 Feet @ Interior P Ls (East)		0.92 Feet	N *
	5 Feet @ Interior P Ls (South)		0 Feet	N *
	15 Feet @ P L @ ROW (West)		2 Feet	N *
Wall Height	6 Feet		6 Feet (existing)	Y

- \* Waivers have been requested as a part of this site development plan review that, if approved, will grant relief from the city standards for perimeter landscape buffer widths and parking area landscaping.

***Pursuant to Title 19.04 and 19.10, the following parking standards apply:***

<b><i>Parking Requirement</i></b>							
<b><i>Use</i></b>	<b><i>Gross Floor Area or Number of Units</i></b>	<b><i>Base Parking Requirement</i></b>			<b><i>Provided</i></b>		<b><i>Compliance</i></b>
		<b><i>Parking Ratio</i></b>	<b><i>Parking</i></b>		<b><i>Parking</i></b>		
			Regular	Handi-capped	Regular	Handi-capped	
Office, Other Than Listed	1,750 SF	1 Space / 300 SF GFA	5 Spaces	1 Space	8 Spaces	1 Space	Y
<b>TOTAL</b> (including handicap)	1,750 SF		6 Spaces		9 Spaces		Y

<b><i>Waivers</i></b>		
<b><i>Request</i></b>	<b><i>Requirement</i></b>	<b><i>Staff Recommendation</i></b>
To provide a zero-foot wide perimeter landscape buffer along the west property lines	15 Feet	Approval
To provide less than a one-foot wide perimeter landscape buffer along east interior property lines	8 Feet	Approval

**SDR-27057 - Staff Report Page Five**  
**April 10, 2008 - Planning Commission Meeting**

To provide a zero-foot wide perimeter landscape buffer along north and south interior property lines	5 Feet	Approval
To allow 1 tree within the surface parking lot area	2 Trees	Approval

## ANALYSIS

The subject site is designated O (Office) on the Southwest Sector Map of the General Plan. The O (Office) category allows for small lot office conversions as a transition along primary and secondary streets from residential and commercial uses, and for large planned office areas. Permitted uses include business, professional and financial offices as well as offices for individuals, civic, social, fraternal and other non-profit organizations. A Rezoning (Z-0026-91) approved a resolution of intent change of zoning from R-1 (Single Family Residential) to P-R (Professional Office and Parking). A P-R (Professional Office and Parking) zoning district is designed to provide office uses in an area which is predominantly residential but because of traffic and other factors is no longer suitable for the continuation of low density residential uses. This district is designed to be a transitional zone to allow low intensity administrative and professional offices. These uses are characterized by a low volume of direct daily client and customer contact. To decrease the impact to adjacent residential uses, single family structures should be retained or new development in the P-R (Professional Office and Parking) District should be constructed to maintain a residential character. The project proposes to convert the existing 1,750 square-foot single family, detached residential building into a commercial office use on the 0.17 acre project site. The proposed use for this property is permissible in the P-R (Professional Office and Parking) zoning district which is compatible with the O (Office) General Plan designation.

The site is within the North Las Vegas Airport Overlay Map portion of the A-O (Airport Overlay) District. The existing building is 12 feet high. This site has an overlay height limitation of 175 feet and is in conformance with Title 19.06.080.

- **Site Plan**

The site lies approximately 1,138 feet north of the intersection of Jones Boulevard and Alta Drive. This is an existing single family, detached residential building that is being converted for a commercial office use. The existing curb cut will provide shared driveway access to the rear parking area.

Parking is provided for nine vehicles with one space meeting the van accessible requirements. In addition to the accessible space, two standard spaces are provided at the front of the building. The remaining nine spaces are at the rear of the structure and are accessed via the access drive shared with the neighboring property to the north.

**SDR-27057 - Staff Report Page Six**  
**April 10, 2008 - Planning Commission Meeting**

- **Waivers**

The applicant has requested a Waiver of the perimeter landscape buffer requirements. Specifically, the request is to provide no perimeter landscape buffer along the interior property lines at the north of the site where the shared drive aisle runs the length of the property and at the south of the site where there is an existing paved walkway that runs nearly the entire length of the property. Additionally, the request is to provide less than a foot of buffer width at the rear interior property line. Finally, the request is to allow a zero-foot buffer at the front of the property adjacent to the right-of-way. Approval of these Waiver requests is recommended due to the existing site conditions and limited area available to meet the requirements for proper parking stall lengths and drive aisle widths.

Further, an exception is needed for parking lot landscaping as the surface parking lot does not include landscape fingers interspersed every six spaces for the parking around the perimeter of the parking lot. The parking area is screened by an existing block wall and one tree is depicted in a corner planter at the far southeastern corner of the site. Approval of this exception is recommended.

- **Landscape Plan**

The landscape plan depicts limited landscaping. Waivers of the landscape buffer requirements, if approved, will reduce the buffer requirements from 15 feet adjacent to the right-of-way per code and 10 feet per the 1991 Rezoning (Z-0026-91) requirement. Further, perimeter landscape buffers will also be reduced from an eight-foot wide perimeter landscape buffer along the east interior property line and on the north and south interior property lines from five feet.

The perimeter landscape buffer forward of the face of the building is depicted as having 10, five-gallon shrubs. While the applicant has requested a waiver of the perimeter landscape at the front of the site adjacent to the right-of-way, the landscape plan does indicate that two, 24-inch box trees and 16, five-gallon shrubs will be planted partially within the right-of-way and partially within the front yard area.

- **Elevations/Floor Plan**

The building elevations illustrate façade improvements to improve the buildings existing commercial feel. The design changes include: new stucco treatment for the walls and glazing for the windows, and architectural pop-outs to provide accent and framing around the front entrance. The elevations indicated that the building will be 12 feet in height and utilize the existing concrete roof tiles.

The floor plans show that existing residential rooms will be modified to accommodate the proposed commercial office. This includes the upgrading of restroom facilities to meet ANCI standards for accessibility, converting the garage to an office, and converting the kitchen area into a break room.

**SDR-27057 - Staff Report Page Seven**  
**April 10, 2008 - Planning Commission Meeting**

This request is compatible with the existing office and single family residential developments in the area; therefore, staff is recommending approval of this Site Development Plan Review.

## **FINDINGS**

In order to approve a Site Development Plan application, per Title 19.18.050 the Planning Commission and/or City Council must affirm the following:

- 1. The proposed development is compatible with adjacent development and development in the area;**

The proposed development is considered compatible with adjacent development and development in the area.

- 2. The proposed development is consistent with the General Plan, this Title, the Design Standards Manual, the Landscape, Wall and Buffer Standards, and other duly-adopted city plans, policies and standards;**

The proposed development is consistent with the existing O (Office) designation as listed under the Southwest Sector Plan of the General Plan. The deviations from Title 19 are minor and will not have a significant effect on the area. Otherwise, the proposed development is consistent with the intent of the Title 19 design standards.

- 3. Site access and circulation do not negatively impact adjacent roadways or neighborhood traffic;**

Access to this site is provided from Jones Boulevard, an 80-foot wide Secondary Collector as designated on the Master Plan of Streets and Highways. The proposed development of the site will be sufficiently served by existing roadway facilities. This access point will not negatively impact adjacent roadways or neighborhood traffic.

- 4. Building and landscape materials are appropriate for the area and for the City;**

The proposed building and landscape materials are appropriate for the area and the City.

- 5. Building elevations, design characteristics and other architectural and aesthetic features are not unsightly, undesirable, or obnoxious in appearance; create an orderly and aesthetically pleasing environment; and are harmonious and compatible with development in the area;**

**SDR-27057 - Staff Report Page Eight**  
**April 10, 2008 - Planning Commission Meeting**

The existing structure is harmonious with the surrounding area and is compatible with surrounding development. Changes to the exterior are proposed but the structure will remain compatible after the conversion. The building elevations depict a building that is compatible with the surrounding office and single family residential developments and is not unsightly or obnoxious in appearance.

**6. Appropriate measures are taken to secure and protect the public health, safety and general welfare.**

The proposed plan will not impact public health, safety or welfare since the development will be subject to the International Building Code and City inspections during construction of the building as well routine business license inspections of the office buildings occupants.

**NEIGHBORHOOD ASSOCIATIONS NOTIFIED** 21

**ASSEMBLY DISTRICT** 3

**SENATE DISTRICT** 3

**NOTICES MAILED** 403

**APPROVALS** 0

**PROTESTS** 1