



AMERICAN CIVITAS

Board: Douglas County, Nevada County Planning Commission

Date: October 14, 2025

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Item	Description	Outcome	Vote Count
1	CALL TO ORDER	Called to Order	N/A
2	PLEDGE OF ALLEGIANCE	Stated	N/A
3	PUBLIC COMMENT (No Action)	N/A	N/A
4	APPROVAL OF AGENDA	Approved	(6-0)
5	APPROVAL OF PREVIOUS MINUTES	Approved	(6-0)
6	MAJOR VARIANCE APPLICATION DP 25.0141	Continued	(6-0)
7	MAJOR VARIANCE APPLICATION DP 24-0025	Approved	(6-0)
8	CLOSING PUBLIC COMMENT (No Action)	N/A	N/A
9	ADJOURNMENT	Adjourned	N/A

Executive Summary

The Douglas County Planning Commission convened on October 14, 2025, with six members present and Vice Chair Bryce Clutts absent, unanimously approving the agenda and September 9, 2025, minutes. Major Variance DP 25-0141 for a zero-foot west side-yard setback on a 534-square-foot second-story addition at 239 Enginehouse Circle in Glenbrook was continued at the applicant's request without a specified date. Major Variance DP 24-0025 for two abutting parcels at 1321 and 1323 Highway 50 in the Lincoln Plan Area was unanimously approved, allowing an existing 4'8"–4'10" side setback encroachment on Parcel 2 and a boundary line adjustment reducing Parcel 1 from 6,304 to 4,309 square feet while increasing Parcel 2 from 2,900 to 4,986 square feet to create two more equally sized nonconforming parcels, with the yellow house on Parcel 1 to be demolished and rebuilt, the existing garage retained with a grass roof, and the carriage house on Parcel 2 expanded rearward. No public comment was received.

Highlights

1. Major Variance DP 24-0025 was unanimously approved (6-0, Clutts absent) to maintain an existing 4'8"–4'10" side setback encroachment on Parcel 2 (1323 Highway 50) and adjust lot sizes via boundary line adjustment from 6,304/2,900 square feet to 4,309/4,986 square feet for Parcels 1 and 2, enabling demolition and rebuild of the yellow house on Parcel 1, retention of the existing garage with a grass roof, and rear expansion of the 1946 carriage house on Parcel 2 without further setback encroachment.

Public Comment (Non-Agenda Items)

Public Comments: None Received.

Approval of Agenda and Previous Minutes

The Douglas County Planning Commission considered the adoption of the agenda and previous meeting minutes.

Commissioners' Comments: None received.

Public Comments: None received.

Vote: Vote unanimous to approval agenda and previous minutes.

Major Variance Application DP 25-0141, a request to reduce the west side-yard setback from 7 foot to 0 feet for a 534 square foot second-story addition above an existing garage located at 239 Enginehouse Circle in the R-058 residential zoning district, in the Glenbrook Plan Area of the Tahoe Region

Kate Morales-O'Neill, Principal Planner, presented on behalf of Lucille Rao (on vacation). The application requests a major variance to reduce the west side-yard setback from 7 feet to 0 feet for a 534-square-foot second-story addition above an existing garage in the R-058 residential zoning district, Glenbrook Plan Area of the Tahoe Region. The applicant is Nielsen Separate Property Trust 2007; the representative is Keith Ruben of Wilson Engineering. The applicant representative requested a continuance without a specified date, anticipating December but requiring confirmation. No site details, plans, or findings were discussed due to the continuance request.

Commissioner Comments: None received.

Public Comments: None received.

Vote: Unanimous in approving a continuance for Major Variance Application DP 25-0141.

Major Variance Application DP 24-0025: Two variances for boundary line adjustment on abutting parcels at 1321 and 1323 highway

Linda Doherty, Assistant Planner, presented the two abutting parcels under common ownership. Parcel 2 (narrow, upper) contains a 1946 carriage house encroaching 4'8"–4'10" into the 7-foot side setback; a third-level rear addition is proposed without further encroachment. Parcel 1 (lower) contains a yellow house to be demolished and rebuilt.

Current lot sizes are nonconforming; the boundary line adjustment creates two more equally sized nonconforming parcels (Parcel 1: 4,309 sq ft; Parcel 2: 4,986 sq ft). The existing garage on Parcel 1 will be retained with a grass roof, connected to the carriage house; access remains via existing Highway 50 curb cut. Parcels to the north and east are county-owned; south is state-owned; no neighbor comments received despite noticing across Highway 50 and on-site signage. Phil GilanFarr, applicant representative, explained the year-long process to preserve the carriage house, utilize the existing excavation for a garage, and equalize lot sizes for development feasibility; historical uncertainty exists regarding original parcel configuration possibly altered by Highway 50/Cave Rock changes. A 2022 lawsuit facilitated separate APNs via court order.

Commissioner Comments

- **Commissioner St. John:** Disclosed 30–40-year social and professional relationship with GilanFarr (children played sports/music together); confirmed no financial interest or bias.
- **Commissioner Lile:** Expressed initial confusion on site layout but clarified the garage on the yellow house (Parcel 1) remains for the carriage house (Parcel 2); curb cut on Highway 50 stays; grass roof minimizes visual impact.
- **Commissioner McKalip:** Inquired about neighbor input; Doherty confirmed no comments.
- **Commissioner Walder:** Visited the site; noted unique structures, elevations, and access across from Cave Rock State Park; commended reducing nonconformities, respecting property rights, and thorough noticing; sought clarification on 2022 lawsuit; A.J. Hames confirmed it was a procedural mechanism for APN separation.

Public Comment: None received.

Vote: Unanimous in favor of the adoption of the Mahor Variance Application DP 24-0025

Closing Public Comments (Non-Agenda Items)

Public Comments: Commissioner Walder recognized Chair Maureen Casey for the 2025 DeVoy Excellence in Planning Citizen Planner Award from the Nevada Chapter of the American Planning Association for public service, land use advocacy, transparency, and community involvement. Chair Casey thanked Kate Morales-O'Neill for the nomination and noted the Board of County Commissioners' first reading of the revised Vacation Home Rental ordinance on October 16, 2025, at Tahoe Justice Court, 175 Highway 50, Stateline, for discussion and testimony; the next Planning Commission meeting is November 4, 2025, at 1:00 p.m. – cancelled.

Meeting Adjourned.