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**AMENDED**  
**BUSINESS LICENSE REVIEW BOARD AGENDA**

**SMALL CONFERENCE ROOM, CITY HALL, 401 CALIFORNIA AVENUE  
BOULDER CITY, NEVADA 89005**

**Monday, November 21, 2011 – 3:00 PM**

**ALL ITEMS ARE FOR ACTION UNLESS INDICATED BY AN ASTERISK (\*). ITEMS LISTED ON THE AGENDA MAY BE TAKEN OUT OF ORDER; TWO OR MORE AGENDA ITEMS FOR CONSIDERATION MAY BE COMBINED; ANY ITEM ON THE AGENDA MAY BE REMOVED OR RELATED DISCUSSION MAY BE DELAYED AT ANY TIME.**

CALL TO ORDER

**PUBLIC COMMENT\***

**PUBLIC COMMENT DURING THIS PORTION OF THE AGENDA MUST BE LIMITED TO MATTERS ON THE AGENDA FOR ACTION. EACH PERSON HAS UP TO FIVE MINUTES TO SPEAK. IF AN AGENDA ITEM IS ALSO LISTED AS A PUBLIC HEARING, PERSONS MAY WAIT TO SPEAK UNTIL THAT PARTICULAR ITEM.**

APPROVAL OF AGENDA

1. For possible action: Approval of the License Review Board minutes for the October 20, 2010 meeting
2. **For possible action:** Appeal hearing on the Business License Officer's denial of a business license application of Mr. Lance Ditzler for Knight A/C and Heating
3. Public Comment \*

*Each person has up to five minutes to speak. Comments made during the Public Comment period of the agenda may be on any subject. There shall be no personal attacks against the Chairman, members of the Board, the City staff, or any other individual. No person, other than members of the Board and the person who has the floor, shall be permitted to enter into any discussion, either directly or through a member of the Council without the permission of the Chairman. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.*

Accompanying informational material on the agenda items is on file and is available for public inspection at the City Clerk's Office, 401 California Avenue, Boulder City, Nevada; the Boulder City Library, 701 Adams Boulevard, Boulder City, Nevada; and the Boulder City website, [www.bcnv.org](http://www.bcnv.org) .

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Clerk by telephoning (702) 293-9208 at least seventy-two hours in advance of the meeting.

This notice and agenda has been posted on or before 9 a.m. on the third working day before the meeting at the following locations:

Boulder City Hall, 401 California Avenue  
United States Post Office, 1101 Colorado Street  
Boulder City Senior Center, 813 Arizona Street  
Boulder City Parks & Recreation, 900 Arizona Street  
[www.bcnv.org](http://www.bcnv.org)

## **DRAFT MINUTES**

### REGULAR MEETING

October 20, 2010

(Agenda previously posted in accordance with NRS 241.020.3 (a))

#### CALL TO ORDER

The regular meeting of the Boulder City License Review Board was called to order by License Officer Petrie at 11:00 a.m., Wednesday, October 20, 2010, in the Small Conference Room, City Hall, 401 California Avenue, Boulder City, Nevada, with the following members present:

Present: Finance Director Tim Inch  
City Attorney Dave Olsen  
Police Chief Tom Finn

Absent: None

Also present: City Clerk Lorene Krumm  
Fred Couzens

#### AGENDA

1. Hearing on appeal filed by Steve Fowler, Vice President of Operations, regarding the Business License Officer's denial of a Pawn Shop application for Good Financial.

License Officer Petrie stated that Good Financial applied for a Pawn Shop license on August 26, 2010 was denied the license based on section 4-6-10 of the Boulder City Code, because a new license was granted to Downtown Pawn Shop on September 21, 2010 with an application being filed on July 8, 2010.

License Officer Petrie stated that Good Financial had no representatives present. City Attorney Olsen inquired about notification to Good Financial. License Officer Petrie stated they were notified per procedure set by City Code.

Finance Director Inch made a motion to deny the appeal based on current City Code and to inform Good Financial of the appeal process to the City Council. City Attorney Olsen seconded the motion. Unanimously approved.

#### 2. PUBLIC COMMENT

None

There being no further business to come before the License Board, City Manager Mayes adjourned the meeting at 11:21 a.m.

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Jim Petrie, License Officer

Minutes Approved: \_\_\_\_\_



# Agenda Item No. 2 Business License Review Board November 21, 2011

BOULDER CITY  
LICENSE BOARD

## Staff Report

MEMBERS:  
DAVE OLSEN, CITY ATTORNEY  
SHIRLEY HUGHES, FINANCE DIRECTOR  
THOMAS FINN, POLICE CHIEF  
JIM PETRIE, SECRETARY

TO: Business Review License Board

FROM: Jim Petrie  
Finance - Utilities

DATE: 11-16-11

1. SUBJECT: For possible action: Appeal hearing on the Business License Officer's denial of a business license application of Mr. Lance Ditzler for Knight A/C and Heating

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MEETING LOCATION:  
CITY HALL  
SMALL CONFERENCE ROOM  
401 CALIFORNIA AVENUE  
BOULDER CITY, NV 89005

MAILING ADDRESS:  
P.O. Box 61350  
BOULDER CITY, NV 89006

WEBPAGE:  
WWW.BCNV.ORG

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Action Requested: That the Business License Review Board hear the appeal of Knight A/C and Heating and consider a recommendation to approve the business license.

LICENSE OFFICER:  
JIM PETRIE

Overview:

- Knight A/C and Heating applied for the license on 6/1/11.
- Knight A/C and Heating was denied the license based on the Boulder City Fire Department's decision to not approve the inspection request.
- Knight A/C and Heating filed an appeal notice on 11/3/11. (attached)

Background Information: On June 1, 2011 Knight A/C and Heating applied for a City Business License as an A/C contractor to operate as a license hang with the business address of 1022 Nevada Highway, Boulder City, NV 89005. The application was accepted and standard procedure was followed by submitting inspection requests to the Boulder City Fire Department, Boulder City Building Department, and the Boulder City Zoning Department.

The business license office received approval(s) of the inspections from the Boulder City Building Department and Boulder City Zoning Department with an “ok to issue.”

The Boulder City Fire Department did not approve the inspection request, based on the business not being located in a building where an inspection can be performed and a possible operational permit issued.

Per policy and procedure the business license can not be issued unless all before mentioned departments approve the inspection request, therefore the applicant was denied the business license.

Recommendation: The City respectfully requests that the Business License Review Board hear the appeal of Knight A/C and Heating and either uphold the denial or grant approval of the business license.

Attachments: Letter of Appeal Knight A/C and Heating  
Approved Inspection Request from the Boulder City Building Department  
Approved Inspection Request from the Boulder City Zoning Department  
Letter of Notice of Appeal Hearing signed by Mr. Lance Ditzler

To Whom it may concern -

I Lance Ditzler owner of Knight AC and Heating wish to appeal the Decision of my business license hang. Knight AC has been in business here for over 12 years. And All of the sudden I can't get a license.

Thank you.

Lance Ditzler  
11-3-11

INSPECTION REQUEST FOR BUSINESS LICENSE APPLICATION  
RETURN TO BUSINESS LICENSE OFFICE

DATE: 9/13/11

LICENSE HANG:  Yes  No

NEW APPLICATION

OWNERSHIP CHANGE

LOCATION CHANGE

OTHER

EMAIL: \_\_\_\_\_

WEB ADDRESS: \_\_\_\_\_

BUSINESS NAME: KNIGHT A/C AND HEATING

PHONE: 293-5438

ADDRESS OF BUILDING: 1022 NEVADA HWY

NATURE OF BUSINESS: AIR CONDITIONING CONTRACTOR

1) APPLICANT'S NAME: LANCE DITZLER

PHONE: 283-5070

1) ADDRESS: 707 FOOTHILL CT BOULDER CITY NV 89005

2) APPLICANT'S NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

2) ADDRESS: \_\_\_\_\_

3) APPLICANT'S NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

3) ADDRESS: \_\_\_\_\_

BUILDING OWNER'S NAME: POSTNET

PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

APPLICANT WILL CALL FOR INSPECTION:  YES  NO

DEPARTMENT: BLDG. DATE: 9/13/11  
SIGNATURE: Rm Nybo

OK TO ISSUE:   
DO NOT ISSUE:

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of owner acknowledging any conditions for issuance

Date

INSPECTION REQUEST FOR BUSINESS LICENSE APPLICATION  
RETURN TO BUSINESS LICENSE OFFICE

DATE: 9/13/11

LICENSE HANG:  Yes  No

NEW APPLICATION  OWNERSHIP CHANGE  LOCATION CHANGE  OTHER

EMAIL: \_\_\_\_\_ WEB ADDRESS: \_\_\_\_\_

BUSINESS NAME: KNIGHT A/C AND HEATING PHONE: 293-5438

ADDRESS OF BUILDING: 1022 NEVADA HWY

NATURE OF BUSINESS: AIR CONDITIONING CONTRACTOR

1) APPLICANT'S NAME: LANCE DITZLER PHONE: 283-5070

1) ADDRESS: 707 FOOTHILL CT BOULDER CITY NV 89005

2) APPLICANT'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

2) ADDRESS: \_\_\_\_\_

3) APPLICANT'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

3) ADDRESS: \_\_\_\_\_

BUILDING OWNER'S NAME: POSTNET PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

APPLICANT WILL CALL FOR INSPECTION:  YES  NO

DEPARTMENT: Planning/Zoning DATE: 9/13/2011

OK TO ISSUE:   
DO NOT ISSUE:

SIGNATURE: S. Danielewicz, City Planner

COMMENTS: License hangs are permitted in the C zones.

\_\_\_\_\_  
Signature of owner acknowledging any conditions for issuance

\_\_\_\_\_  
Date



**City of Boulder City**  
401 CALIFORNIA AVENUE  
BOULDER CITY, NEVADA 89005  
**Mailing Address**  
P.O. BOX 61350  
BOULDER CITY, NEVADA 89006-1350

Knight A/C and Heating  
1022 Nevada Highway #180  
Boulder City, NV 89005

RE: Date of Appeal Hearing

November 16, 2011

Dear Mr. Ditzler;

The Boulder City Business License office has received your request of appeal for the denial of your business license application. An appeal hearing will be held Monday, November 21, 2011 at 3:00 p.m. at 401 California Avenue, Boulder City, NV, 89005, upstairs in the Small Conference Room. Attached is a copy of the meeting agenda and the staff report you requested.

By signing I am acknowledging receipt of the notification of the appeal hearing and requested staff report.

 11-17-11

Lance Ditzler

Date

Sincerely,



Jim Petrie -License Officer