



WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

Parcel Map Review Committee Members

Thursday, November 12, 2015
1:30 p.m.

James Barnes, Planning Commission
James English, Health District
John Cella, Utility Services
Mike Gump, Engineering
Amy Ray, Truckee Meadows Fire Protection District
Grace Sannazzaro, Planning and Development

Washoe County Administration Complex
Building A, Room 275
Mt. Rose Conference Room
1001 East Ninth Street
Reno, NV

The Washoe County Parcel Map Review Committee met in regular session on Thursday, November 12, 2015, at 1:30 p.m., in the Washoe County Mt. Rose Conference Room, 1001 East Ninth Street, Reno, Nevada.

1. Determination of Quorum

Grace Sannazzaro called the meeting to order at 1:30 p.m. The following members and staff were present:

Departments represented:

Community Services Department (CSD)

John Cella, Utility Services
Mike Gump, Engineering
Grace Sannazzaro, Planning and Development

Health District

James English

Truckee Meadows Fire Protection District

Amy Ray, Fire Marshal

Planning Commission

James Barnes

Staff present:

Roger Pelham, Senior Planner, Planning and Development
Trevor Lloyd, Senior Planner, Planning and Development
Kimble Corbridge, P.E., Project Manager, Engineering
Nathan Edwards, Deputy District Attorney, District Attorney's Office
Katy Stark, Recording Secretary

2. Ethics Law Announcement

Deputy District Attorney, Nathan Edwards, recited the Ethics Law standards.

3. Appeal Procedure

Ms. Sannazzaro recited the appeal procedure for items heard before the Parcel Map Review Committee.

4. Public Comment

With no response to the call for public comment, the period was closed.

5. Approval of Agenda

In accordance with the Open Meeting Law, Mike Gump moved to approve the agenda of November 12, 2015 as written. The motion, seconded by James English, passed unanimously.

6. Approval of October 8, 2015 Draft Minutes

Mike Gump moved to approve the October 8, 2015 draft minutes, as written. The motion was seconded by John Cella and passed unanimously.

7. Project Review Items

B. Tentative Parcel Map Case Number PM15-016 (Roach Family Trust) – Hearing, discussion, and possible action to approve the division of a ±5.6 acre parcel into two parcels including a ±3.4 acre parcel with an existing single family residence (parcel 1) and a ±2.2 acre parcel (parcel 2). The property is located at 30 Maranatha Road approximately 1,000 feet west of Old US Highway 395.

- Applicant/Property Owner: Roach Family Trust
- Location: 30 Maranatha Road approximately 1,000 feet west of Old US Highway 395
- Assessor's Parcel Number: 046-031-32
- Parcel Size: 5.6 acres
- Master Plan Category: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Map
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 34, T17N, R19E, MDM, Washoe County, NV
- Staff: Trevor Lloyd, Senior Planner
Washoe County Community Services
Department
Planning and Development Division
- Phone: 775-328-3620
- E-mail: tlloyd@washoecounty.us

Grace Sannazzaro opened the public hearing. Trevor Lloyd reviewed his staff report dated October 22, 2015. Mr. Lloyd submitted additional conditions of approval received by Vahid Behmaram regarding water rights. The applicant has no objection to the additional conditions.

Amy Ray, added anything built on the property would have to meet County code.

With no response to the call for public comment, the public comment period was closed.

Mike Gump moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe

County Parcel Map Review Committee approve Parcel Map Case Number PM15-016 for Roach Family Trust which has determined that the following criteria is or will be adequately provided for pursuant to Washoe County Development Code, Section 110.606.30 as well as the additional water rights conditions from Vahid Behmaram submitted by Mr. Lloyd. Amy Ray seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - a. Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
 - b. The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
 - c. The availability and accessibility of utilities;
 - d. The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - e. Conformity with the zoning ordinances and master plan;
 - f. General conformity with the governing body's master plan of streets and highways;
 - g. The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
 - h. Physical characteristics of the land such as floodplain, slope and soil;
 - i. The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
 - j. The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands;
 - k. Community antenna television (CATV) conduit and pull wire; and
 - l. Recreation and trail easements.
- 2) Subdivision improvement considerations for second or subsequent parcel maps pursuant to Section 110.606.30(d) and which are in addition to the criteria listed above.

A.1. Parcel Map Case Number PM15-011 (Steidley and Levie #1 Second Revised) – Hearing, discussion, and possible approval of a parcel map to divide a 28.37 acre property into 3 parcels of 2.8 acres each and a remainder parcel of 20 acres.

- Applicant: Washoe Vineyards and Estates, LLC
- Property Owner: Duane Steidley and Mary Ann Levie
- Location: 2150 Rhodes Road, Washoe Valley, NV
- Assessor's Parcel Number: 017-390-15
- Parcel Size: 28.37 acres
- Master Plan Category: Rural (R), Rural Residential (RR), and Suburban Residential (SR)
- Regulatory Zone: General Rural (GR), Low Density Suburban (LDS), and Medium Density Rural (MDR)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Map
- Commission District: 2 – Commissioner Lucey

- Section/Township/Range: Section 03, T17N, R20E, MDM, Washoe County, NV
- Prepared by: Roger D. Pelham, MPA, Senior Planner
Washoe County Community Services
Department
Division of Planning and Development
775.328.3622
- Phone: 775.328.3622
- E-Mail: rpelham@washoecounty.us

and

A.2. Parcel Map Case Number PM15-012 (Steidley and Levie #2 Second Revised) – Hearing, discussion, and possible approval of a second parcel map, in a series, to divide a 20 acre property into four parcels of 5 acres each.

- Applicant: Washoe Vineyards and Estates LLC
- Property Owner: Duane Steidley and Mary Ann Levie
- Location: 2150 Rhodes Road, Washoe Valley, NV
- Assessor's Parcel Number: 017-390-15
- Parcel Size: 20.08 acres
- Master Plan Category: Rural (R), Rural Residential (RR), and Suburban Residential (SR)
- Regulatory Zone: General Rural (GR), Low Density Suburban (LDS), and Medium Density Rural (MDR)
South Valleys
- Area Plan: South Truckee Meadows/Washoe Valley
- Citizen Advisory Board: Authorized in Article 606, Parcel Map
- Development Code: 2 – Commissioner Lucey
- Commission District: Section 03, T17N, R20E, MDM,
Washoe County, NV
- Section/Township/Range: Washoe County, NV
- Prepared by: Roger D. Pelham, MPA, Senior Planner
Washoe County Community Services
Department
Division of Planning and Development
775.328.3622
- Phone: 775.328.3622
- E-Mail: rpelham@washoecounty.us

Grace Sannazzaro opened public hearing items 7A.1 and 7A.2. Roger Pelham briefly reviewed his staff reports dated October 27, 2015.

Ms. Sannazzaro opened public comment.

Melissa Lindell, with Wood Rogers, the applicant's representative, submitted a map with updated parcel and road configuration, along with slopes on the properties. She noted the applicant has one concern regarding building envelopes and wants to clarify the building envelope could include anything outside of the setbacks except for the 30% slope areas.

Bruce Marr, an area homeowner, asked if this project was going to require any zoning changes. Mr. Pelham said no.

Marcy Jorden, a Chance Lane resident, stated that this project sounds like a done deal and wished she would have been able to make it to earlier meetings. She stated there are no plans for berms or retaining walls on this project which is being built on the side of a pretty steep hill. She also expressed concern about where the water will be coming from. Probably from the aquifer the current residents are using.

Ms. Sannazzaro closed public comment.

Mr. Pelham stated there will be some grading for the development but homes will be built on the flat portion of each parcel. Regarding well depth, that will be up to the applicant to install appropriate infrastructure.

DDA Nathan Edwards asked Mr. Pelham what standards are applicable to well construction and who governs that. Mr. Pelham believes those standards are through the Health District where the applicant will apply for a well permit.

Mike Gump moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, the Washoe County Parcel Map Review Committee approve Parcel Map Case Number PM15-011 for Duane Stidley et al, having determined that the following criteria is or will be adequately provided for pursuant to Washoe County Development Code, Section 110.606.30 along with the conditions of approval contained in the staff report. James English seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
 - b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
 - c) The availability and accessibility of utilities;
 - d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - e) Conformity with the zoning ordinances and master plan;
 - f) General conformity with the governing body's master plan of streets and highways;
 - g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
 - h) Physical characteristics of the land such as floodplain, slope and soil;
 - i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
 - j) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands;
 - k) Community antenna television (CATV) conduit and pull wire; and
 - l) Recreation and trail easements.

and,

Mike Gump moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number PM15-012 for Duane Stidley et al, having determined that the following criteria is or will be adequately provided for pursuant to Washoe County Development Code, Section 110.606.30 along with the conditions of approval contained in the staff report. John Cella seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
 - b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
 - c) The availability and accessibility of utilities;
 - d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - e) Conformity with the zoning ordinances and master plan;
 - f) General conformity with the governing body's master plan of streets and highways;
 - g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
 - h) Physical characteristics of the land such as floodplain, slope and soil;
 - i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
 - j) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands;
 - k) Community antenna television (CATV) conduit and pull wire; and
 - l) Recreation and trail easements.
- 2) Subdivision improvement considerations for second or subsequent parcel maps pursuant to Section 110.606.30(d) and which are in addition to the criteria listed above.

C. Tentative Parcel Map Case Number PM15-017 (Jauron Family LLC) – Hearing, discussion, and possible action to approve a parcel map dividing one parcel of ±1.778 acres (77,451 square feet) into four parcels of 16,612 square feet; 16,972 square feet; 19,992 square feet; and 23,875 square feet.

- Applicant/Property Owner: Jauron Family LLC
Attn: Ron Schneider
8873 Creekstone Circle
Auburn, CA 95747
- Location: 0 Carol Drive, approximately 350 feet south of its intersection with Second Avenue in Sun Valley
- Assessor's Parcel Number: 085-852-13
- Parcel Size: ±1.778 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Sun Valley
- Citizen Advisory Board: Sun Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 3 – Commissioner Jung
- Section/Township/Range: Section 19, T20N, R20E, MDM, Washoe County, NV

- Staff: Kelly Mullin, Planner
Washoe County Community Services
Department
Planning and Development Division
- Phone: 775-328-3608
- E-mail: kmullin@washoecounty.us

Ms. Sannazzaro opened the public hearing. In Kelly Mullin's absence, Roger Pelham briefly reviewed the staff report dated November 2, 2015.

Amy Ray, commented everything should comply with Washoe County Code 60.

With no response to the call for public comment, the public comment period was closed.

Mike Gump moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number PM15-017 for Jauron Family, LLC, and that the following criteria is or will be adequately provided for pursuant to Washoe County Development Code, Section 110.606.30. Ms. Ray seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
 - b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
 - c) The availability and accessibility of utilities;
 - d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - e) Conformity with the zoning ordinances and master plan;
 - f) General conformity with the governing body's master plan of streets and highways;
 - g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
 - h) Physical characteristics of the land such as floodplain, slope and soil;
 - i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
 - j) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands;
 - k) Community antenna television (CATV) conduit and pull wire; and
 - l) Recreation and trail easements.

D. Tentative Parcel Map Case Number PM15-018 (GTS, LLC) – Hearing, discussion, and possible action to approve the division of a vacant 11.48 acre parcel into two new vacant parcels of 5.56 acres and 5.92 acres. The property is located in West Washoe Valley at 3150 Old Highway 395, approximately 2,500 feet south of the intersection of Interstate 580 and Old Highway 395.

- Applicant: GTS, LLC
- Property Owner: GTS, LLC
- Location: 3150 Old Highway 395, Washoe Valley, NV
- Assessor's Parcel Number: 046-032-11
- Parcel Size: 11.48
- Master Plan Category: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Map
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 34, T17N, R19E, MDM,
Washoe County, NV
- Staff: Chad Giesinger, AICP, Senior Planner
Washoe County Community Services
Department
Planning and Development Division
- Phone: 775-328-3626
- E-mail: cgiesinger@washoecounty.us

Ms. Sannazzaro opened the public hearing. Chad Giesinger reviewed his staff report dated October 23, 2015.

Amy Ray, added comments; to comply with Washoe County Code 60 which will include the Wildland Urban Interface Code requirements since this area is within a possible moderate to high interface zone.

Art O'Connor, the applicant's representative, noted item 1(c) in the conditions of approval does not apply as they are not dedicating anything and being in the conditions may cause confusion. The driveway is a private address. Mr. Giesinger stated this is a standard jurat that Planning has on all maps. Mr. O'Connor said when the jurat is mentioned in the conditions of approval it prompts the reader to look on the map for a "dedication". DDA Edwards noted that the Committee could agree to have the item 1(c) removed. Mr. O'Connor said it wasn't a big deal he was just trying to clear up the language.

Mr. O'Connor went on to address item 2(d) in the conditions of approval noting the irrigation ditches constitute an easement. They are undefined and non-described and the burden parcel is required to take the water where it comes onto his property and release it at the point the existing release is. In between he can reroute it to his desire so it's non-described, otherwise, and this is State law. As a land surveyor, Mr. O'Connor believes it is an encumbrance on the property and he really needs to show it on the map. Mr. Gump said to identify it on the map as "irrigation easements" instead of "irrigation ditches". George Till, another representative for the applicant, said the ditches that are shown are based upon the Opher Ditch Decree and is part of the proof map that already exists so there is documentation that shows them. Mr. Gump said, just cite the documentation for it.

Mr. O'Connor addressed items 2(e) and 2(f) in the conditions of approval asking that those conditions be in the building permit as NDOT wants to know about the improvements but he doesn't have a building permit to make the roads yet or submitted sub-plans. Kimble Corbridge stated there still needs to be a driveway permit so NDOT knows there is going to be multiple driveways. The permit was probably issued for one lot but now there will be multiple driveways coming off of the one driveway. Engineering requires an acknowledgement that NDOT knows the driveway is going to be used for multiple lots. Mr. Till added, in 1932 there was opening that was dedicated as part of the right-of-way along the same point where a 14 foot gate opening and he can see where they would go through it. He would like to see a condition that is tied to

the building permit so they can record the map prior to construction of any dwelling. They can't do anything until a design is submitted and a permit is received. Mr. Corbridge said they are trying to avoid putting NDOT in a position where they have to grant a new access easement when they never intended to. Mr. Till stated the access is for the 17 acre piece that's landlocked. Ms. Sannazzaro asked if items 2(e) and 2(f) are moved to the building permit, how Planning will know if that condition was taken care of. Mr. Corbridge said it would be up to the applicant to prove they have NDOT approval. He asked if the application had been sent to NDOT for review. Mr. Giesinger said no. Mr. Corbridge asked if there were any new accesses planned off the right-of-way. Mr. O'Connor said no. Mr. Corbridge asked to have item 2(e) stricken from the conditions of approval.

Ms. Sannazzaro closed public comment.

Mr. Gump moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number PM15-018 for GTS, LLC, which has determined that the following criteria is or will be adequately provided for pursuant to Washoe County Development Code, Section 110.606.30 along with striking item 2(e) from the conditions of approval and adding TMFPD conditions stated by Ms. Ray above. Amy Ray seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

1. General improvement considerations for all parcel maps including, but not limited to:
 - a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
 - b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
 - c) The availability and accessibility of utilities;
 - d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - e) Conformity with the zoning ordinances and master plan;
 - f) General conformity with the governing body's master plan of streets and highways;
 - g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
 - h) Physical characteristics of the land such as floodplain, slope and soil;
 - i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
 - j) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands;
 - k) Community antenna television (CATV) conduit and pull wire; and
 - l) Recreation and trail easements.
2. Subdivision improvement considerations for second or subsequent parcel maps pursuant to Section 110.606.30(d) and which are in addition to the criteria listed above.

8. *Reports and Future Agenda Items

A. *Legal Information and Updates

None

9. *Public Comment

As there was no response to the call for public comment, the comment period was closed.

10. Adjournment

Ms. Ray made the motion to adjourn at 2:15 p.m.

Respectfully submitted,

Donna Fagan, Recording Secretary

Approved by Committee in session on _____, 2015.

William H. Whitney
Secretary to the Parcel Map Review Committee

DRAFT