



# Parcel Map Review Committee Staff Report

**Meeting Date: October 13, 2016**

Subject: Parcel Map Case Number PM16-009  
Applicant: Spanish Springs Associates Ltd. Ptsp.  
**Agenda Item Number: 7A**  
Project Summary: Merge and resubdivide three parcels totaling ±180.26 acres into four parcels of ±9.95, ±2.55, ±39.53 and ±128.24 acres.  
**Recommendation: Approval with Conditions**  
Prepared by: Trevor Lloyd, Senior Planner  
Washoe County Community Services Department  
Division of Planning and Development  
Phone: 775.328.3620  
E-Mail: tlloyd@washoecounty.us

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## **Description**

**Parcel Map Case Number PM16-009 (Spanish Springs Associates)** – Hearing, discussion, and possible action to approve a tentative parcel map to merge and re-subdivide three parcels totaling ±180.26 acres into four parcels of ±9.95, ±2.55, ±39.53 and ±128.24 acres.

- Owner/Applicant: Spanish Springs Associates Ltd. Ptsp.
- Location: 205 and 600 Hawco Court and 425 Ingenuity Ave.
- Assessor's Parcel Numbers: 538-161-09, 10 and 538-010-07
- Parcel Size: 180.26 Acres
- Master Plan Category: Industrial (I), Rural (R) and Open Space (OS)
- Regulatory Zone: Industrial (I), General Rural (GR) and Open Space (OS)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 606 Parcel Maps
- Commission District: 4 – Commissioner Hartung
- Section/Township/Range: Section 14 and 23, T21N, R20E, MDM, Washoe County, NV

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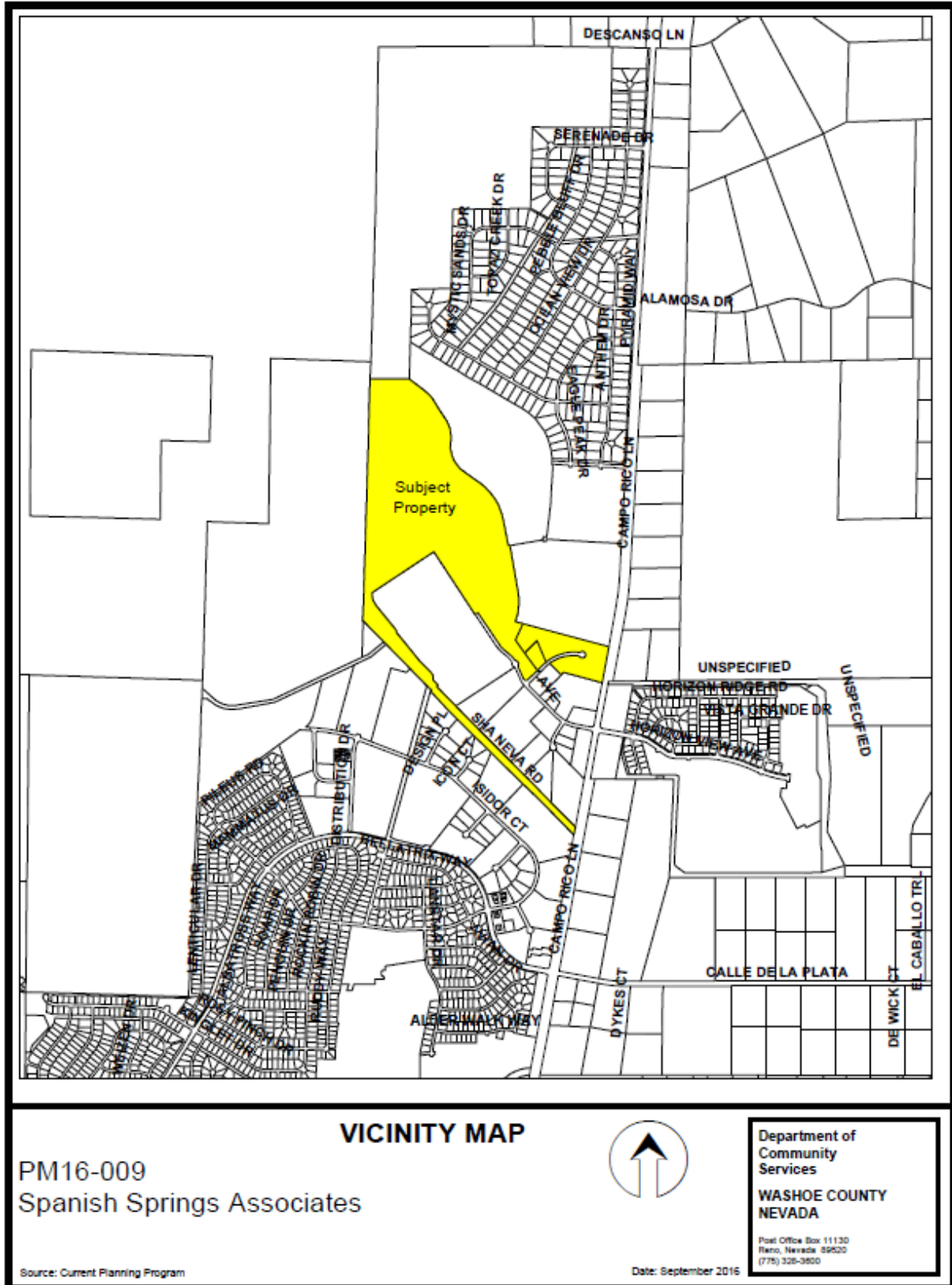
Conditions of Approval ..... Exhibit A  
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## **Parcel Map**

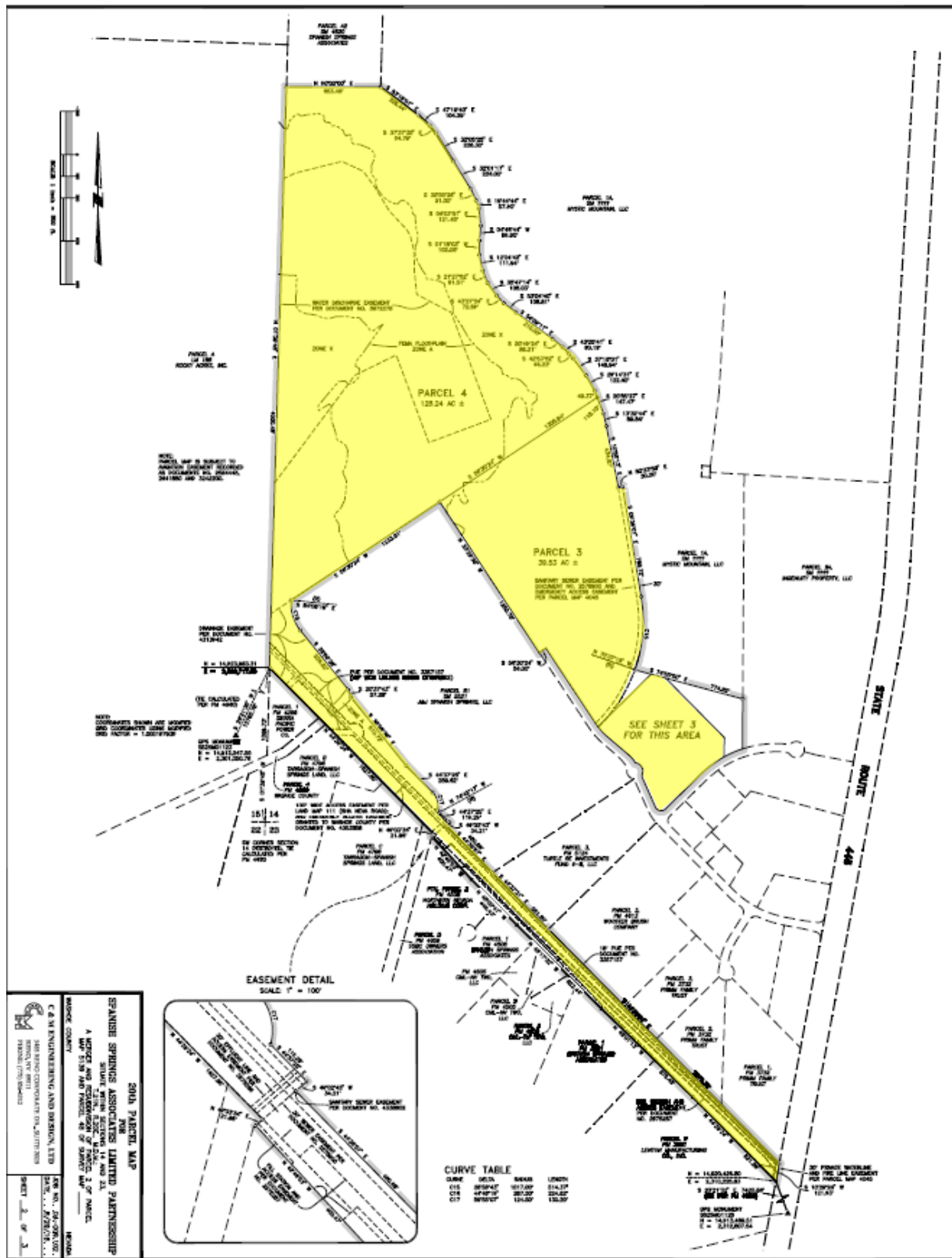
The purpose of a parcel map is to allow for the creation of subdivisions, merger and re-subdivision of existing lots, and common-interest communities consisting of four or fewer parcels pursuant to Article 606, *Parcel Maps*, of the Washoe County Development Code. A tentative parcel map must be submitted to the Planning and Development Division for the purpose of review prior to or concurrent with the final parcel map. Every tentative parcel map must be prepared by a professional land surveyor. The parcel map process exists to establish reasonable standards of design and procedures for subdividing in order to further the orderly layout and use of land and insure proper legal descriptions and monumenting of subdivided land. Additionally, the process helps to safeguard the public health, safety and general welfare by establishing minimum standards of design and development for any land division platted in the unincorporated area of Washoe County. If the Washoe County Parcel Map Review Committee grants an approval of the tentative parcel map, that approval is subject to Conditions of Approval. Conditions of Approval are requirements that may need to be completed during different stages of the proposed project. Those stages are typically:

- Prior to recordation of a final map.
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure.
- Prior to the issuance of a business license or other permits/licenses.
- Some Conditions of Approval are referred to as “Operational Conditions.” These conditions must be continually complied with for the life of the project.
- Within 22 months from the date of approval of the tentative parcel map, the applicant must file a final parcel map along with any required supporting materials with the Planning and Development Division and the County Engineer showing that all conditions imposed by the Washoe County Parcel Map Review Committee have been met. Approval or conditional approval of a tentative parcel map imposes no obligation on the part of the Director of Planning and Development Division or the Board of County Commissioners to approve the final parcel map or to accept any public dedication shown on the tentative or final parcel map. Failure to submit a complete final parcel map and pay the required fees within the two year time period shall cease any further action on the map and shall render the tentative parcel map as expired.

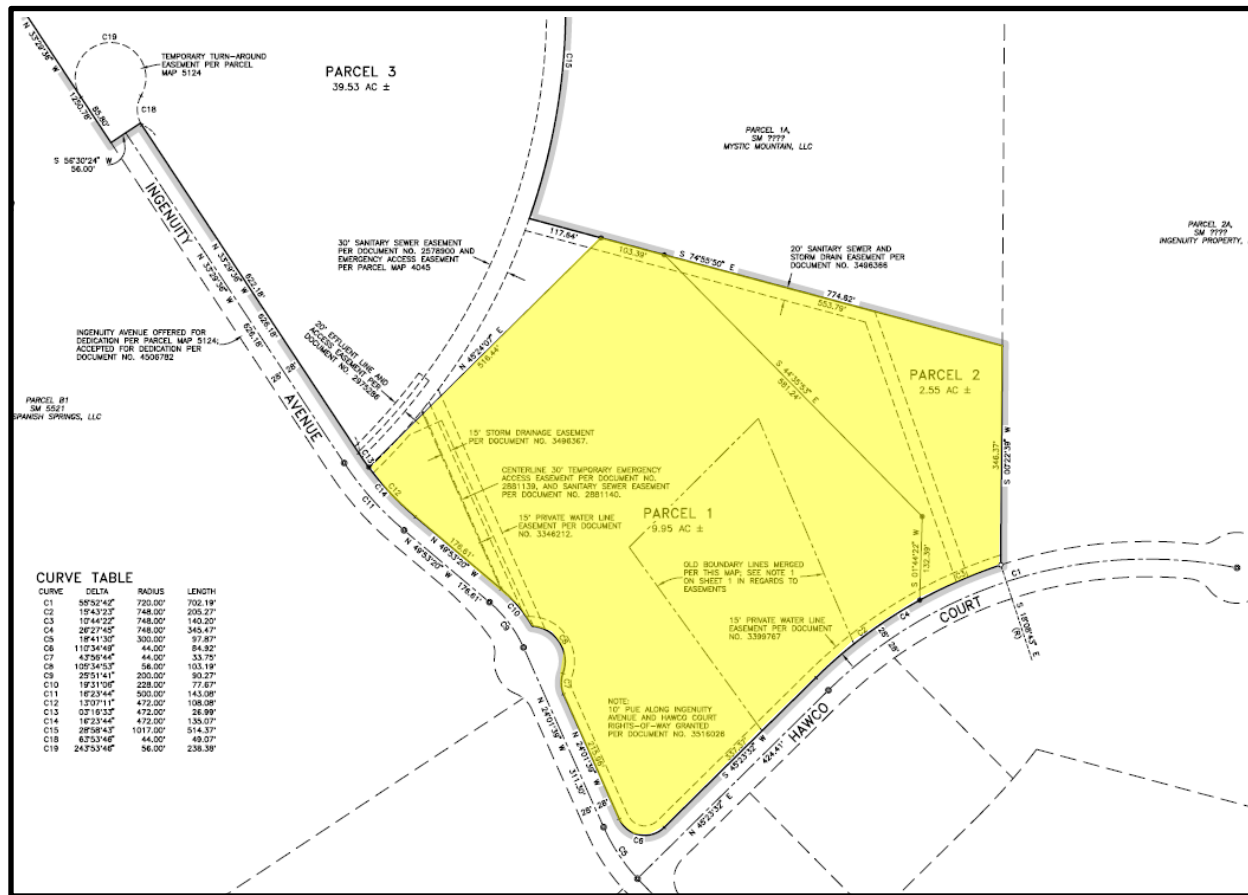
The Conditions of Approval for Tentative Parcel Map Case Number PM16-009 is attached to this staff report and will be included with the Action Order.



**Vicinity Map**



Site Plan #1



**Site Plan #2**

**Tentative Parcel Map Evaluation**

- Land Use Designation: Industrial (I), Open Space (OS), General Rural (GR) and no zoning along Sha Neva Road
- Maximum Lot Potential: Over 200 lots
- Number of Lots on Parcel Map: 4 Lots
- Minimum Lot Size Required: 10,000 square feet
- Minimum Lot Size on Parcel Map: 2.55 Acres
- Minimum Lot Width Required: 100 feet
- Minimum Lot Width on Parcel Map: ±200 feet
- The tentative parcel map meets all minimum requirements for the Industrial, General Rural and Open Space regulatory zones.
- Development Suitability Constraints: The Spanish Springs Development Suitability Map, a part of the Spanish Springs Area Plan, identifies the subject parcel as most suitable for development.
- Hydrographic Basin: The subject parcel is within the Spanish Springs Hydrographic Basin.
- The subject parcel is inside the Truckee Meadows Service Area (TMSA).

### **Development Information**

The subject parcel is currently undeveloped. The required setbacks for the industrial regulatory zone are 15 feet for front and rear yard setbacks and 10 feet for the side yard setbacks.

### **Reviewing Agencies**

The following agencies received a copy of the project application for review and evaluation. Washoe County Community Services Department

- Planning and Development
- Engineering and Capital Projects
- Utilities (Sewer)
- Truckee Meadows Water Authority (TMWA)
- Washoe County Health District
- Truckee Meadows Fire Protection District
- Regional Transportation Commission (RTC)

Four out of the seven above listed agencies/departments provided comments and/or recommended conditions of approval in response to their evaluation of the project application. A **summary** of each agency's comments and/or recommended conditions of approval and their contact information is provided. The Conditions of Approval document is attached to this staff report and will be included with the Action Order if granted approval. Washoe County Planning and Development requires that the final map be in substantial compliance with all plans and documents submitted with the tentative parcel map.

**Contact: Trevor Lloyd, 328-3620, [tlloyd@washoecounty.us](mailto:tlloyd@washoecounty.us)**

- Washoe County Engineering and Capital Projects addressed the requirement for community sewer and water.

**Contact: Mike Gump, 328-2315, [mgump@washoecounty.us](mailto:mgump@washoecounty.us)**

- Washoe County Health District addressed water and sewer needs and vector issues.

**Contact: Bob Sack, 775-328-2434, [bsack@washoecounty.us](mailto:bsack@washoecounty.us)**

- Truckee Meadows Fire Protection District requires the development to meet all requirements of Washoe County Code Chapter 60.

**Contact: Amy Ray, 326-6000, [aray@washoecounty.us](mailto:aray@washoecounty.us)**

### **Staff Comment on Required Findings**

Section 110.606.30 (i) of Article 606, *Parcel Maps*, within the Washoe County Development Code, requires that all of the following findings be made to the satisfaction of the Washoe County Parcel Map Review Committee before granting approval of the request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

- 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.

*Staff Comment: The Washoe County Health District reviewed all necessary facilities/systems and provided applicable conditions where necessary.*

- b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision.  
Staff Comment: Truckee Meadows Water Authority has reviewed the tentative parcel map and has not identified any issues around the availability of water.
- c) The availability and accessibility of utilities.  
Staff Comment: *All necessary easements will be provided as applicable*
- d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks.  
Staff Comment: *All services are available to the subject property. The area is serviced by Truckee Meadows Fire Protection District and Washoe County Sheriff.*
- e) Conformity with the zoning ordinances and master plan.  
Staff Comment: *The project conforms to all goals and policies of the Washoe County Master Plan*
- f) General conformity with the governing body's master plan of streets and highways.  
Staff Comment: *The project conforms to the Streets and Highways plan*
- g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision.  
Staff Comment: *The proposed tentative map will not greatly impact the existing public streets and highways. No new streets will be needed to serve the new parcel.*
- h) Physical characteristics of the land such as floodplain, slope and soil.  
Staff Comment: *All natural resources including floodplain, slopes and soils have been addressed accordingly and conditioned as necessary.*
- i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive.  
Staff Comment: *No negative comments were received, and all conditions have been written accordingly and within the standards of the reviewing agencies' codes.*
- 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.  
Staff Comment: *The Truckee Meadows Fire Protection will adequately serve these properties.*
- k) Community antenna television (CATV) conduit and pull wire.  
Staff Comment: *All utilities will be made available as necessary.*
- l) Recreation and trail easements.  
Staff Comment: *Accessibility to all recreation and trail easements will be provided for as applicable.*
- 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.  
Staff Comment: *The proposed tentative map will provide all required improvements for a second/subsequent parcel map.*

### **Recommendation**

Those agencies which reviewed the application, recommended conditions in support of approval of the tentative parcel map. Therefore, after a thorough analysis and review, Parcel Map Case



Number PM16-009 is being recommended for approval with conditions. Staff offers the following motion for the Parcel Map Review Committee's consideration.

### **Possible Motion**

I move 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 PM16-009 for Spanish Springs Associates, subject to the conditions of approval as listed in the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Development Code, Section 110.606.30:

- 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.

### **Appeal Process**

Parcel Map Review Committee action will be effective 10 calendar days after the written decision is filed with the Secretary to the Parcel Map Review Committee, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Board of County Commissioners. Any appeal must be filed in writing within 10 calendar days after the written decision is filed with and signed by the Secretary of the Parcel Map Review Committee and mailed to the applicant.

xc: Owner/Applicant: Spanish Springs Associates, Ltd. Ptsp  
550 West Plumb Lane, Suite B, #505  
Reno, NV 89509-3686

Representatives: C and M Engineering  
5488 Corporate Drive, Suite 200B  
Reno, NV 89511



# Conditions of Approval

Parcel Map Case Number PM16-009

The tentative parcel map approved under Parcel Map Case Number PM16-009 shall be carried out in accordance with the Conditions of Approval granted by the Washoe County Parcel Map Review Committee on October 13, 2016. Conditions of Approval are requirements placed on a permit or development by each reviewing agency. These Conditions of Approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable Codes, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

**Unless otherwise specified**, all conditions related to the approval of this tentative parcel map shall be met or financial assurance must be provided to satisfy the conditions of approval prior to the recordation of a final parcel map. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with the County Engineer and the Planning and Development Division.

Compliance with the conditions of approval related to this tentative parcel map is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the tentative parcel map may result in the institution of revocation procedures.

Washoe County reserves the right to review and revise the Conditions of Approval related to this tentative parcel map should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

For the purpose of conditions imposed by Washoe County, “may” is permissive and “shall” or “must” is mandatory.

Conditions of Approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to recordation of a final map.
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some “Conditions of Approval” are referred to as “Operational Conditions.” These conditions must be continually complied with for the life of the project.

**The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agency.**

- **The DISTRICT BOARD OF HEALTH, through the Washoe County Health District, has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.**

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

**Washoe County Planning and Development**

1. The following conditions are requirements of the Planning and Development Division, which shall be responsible for determining compliance with these conditions.

**Contact: Trevor Lloyd, Senior Planner, 775.328.3620, tlloyd@washoecounty.us**

- a. The final map shall be in substantial compliance with all plans and documents submitted as part of this tentative parcel map application, and with any amendments imposed by the Parcel Map Review Committee. All documentation necessary to satisfy the conditions noted below shall accompany the final map when submitted to the County Engineer and the Planning and Development Division.
- b. The applicant shall comply with all the conditions of approval and shall submit a final map for signature by the Director of the Planning and Development Division within 22 months from the date of approval by the Parcel Map Review Committee. Each agency responsible for imposing conditions may determine whether its conditions must be fully completed or whether the applicant shall be offered the option of providing financial assurances as a means of assuring compliance.
- c. The final map shall contain the following jurat:

**DIRECTOR OF PLANNING AND DEVELOPMENT CERTIFICATE**

THE FINAL PARCEL MAP CASE NO. PM16-009 MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS; IS IN SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP AND ITS CONDITIONS, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE, AND THOSE CONDITIONS HAVE BEEN SATISFIED FOR RECORDATION OF THIS MAP. THE OFFER(S) OF DEDICATION IS (ARE) REJECTED AT THIS TIME, BUT WILL REMAIN OPEN IN ACCORDANCE WITH NEVADA REVISED STATUTES CHAPTER 278.

THIS FINAL MAP IS APPROVED AND ACCEPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_, BY THE DIRECTOR OF PLANNING AND DEVELOPMENT OF WASHOE COUNTY, NEVADA, IN ACCORDANCE WITH NEVADA REVISED STATUTES 278.471 THROUGH 278.4725.

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WILLIAM H. WHITNEY, DIRECTOR, PLANNING AND DEVELOPMENT DIVISION

- d. The applicant shall provide verification to the Planning and Development Division that all conditions from the Truckee Meadows Fire Protection District have been satisfied.
- e. The applicant has indicated that the proposed improvements will not exceed the major grading thresholds that require a special use permit. If the final construction drawings

for the map include grading that exceeds the *Major Grading Permit Thresholds* listed in Article 438 Grading Standards, the applicant shall apply for a special use permit for grading; and if approved, may be delayed up to three months processing time. In addition, all related standards within the Washoe County Development Code shall be met on the construction drawings. Compliance shall be determined by the Planning and Development Division.

- g. The approval for this tentative parcel map does not include improvements for driveways to building pads. Grading for access to building pads, if they exceed the criteria stated in the previous condition, shall require a special use permit. Compliance shall be determined by the Planning and Development Division.
2. The following conditions are requirements of the Engineering and Capital Projects, which shall be responsible for determining compliance with these conditions.  
**Contact: Mike Gump, PLS, 775.325.8033, [mgump@washoecounty.us](mailto:mgump@washoecounty.us)**
    - a. Comply with the conditions of the Washoe County technical check for this map.
    - b. Add a Security Interest Holder's Certificate to the map if applicable.
  3. The following conditions are requirements of Environment Health Services, which shall be responsible for determining compliance with these conditions.  
**Contact: James English, 775.328.2610, [jenglish@washoecounty.us](mailto:jenglish@washoecounty.us)**
    - a. The proposed parcel map is creating four (4) parcels to be served by the existing municipal sewer and water services in the area. No associated construction or grading was included with this proposed parcel map application.
    - b. The final Parcel Map is required to be submitted for review and signature by this Division.
  4. The following conditions are requirements of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with these conditions.  
**Contact: Amy Ray, 775.326.6005, [aray@washoecounty.us](mailto:aray@washoecounty.us)**
    - a. Any developments on the property shall meet the requirements of WCC 60. This shall include, but is not limited to, the requirements for exterior construction and defensible space/open space planning in accordance with the *Wildland Urban Interface Code*, access requirements, and water for fire suppression. Plans for development of parcels shall be submitted for review and approval to TMFPD

\*\*\* End of Conditions \*\*\*



**Washoe County**  
**COMMUNITY SERVICES DEPARTMENT**  
*Engineering and Capital Projects*

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**INTEROFFICE MEMORANDUM**

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**PARCEL MAP REVIEW**

DATE: 4/21/2016  
TO: Department of Community Services, Trevor Lloyd  
FROM: Mike Gump, PLS, Engineering Division  
***SUBJECT: 20<sup>th</sup> Parcel Map for: Spanish Springs Associates, L.P.***  
***Parcel Map Case No.: PM16-009***  
***APN: 538-010-07, 538-161-09, 10***  
***Review Date: 9/15/2016***  
***Existing Zoning/Land Use Designation:***

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The Engineering Division has reviewed the subject parcel map and the following conditions must be successfully completed prior to final approval of this application by the Engineering Division.

1. Comply with the conditions of the Washoe County technical check for this map.
2. Add a Security Interest Holder's Certificate to the map if applicable.

# WASHOE COUNTY HEALTH DISTRICT

ENHANCING QUALITY OF LIFE

September 15, 2016

Trevor Lloyd, Senior Planner  
Washoe County Community Services  
Planning and Development Division  
PO Box 11130  
Reno, NV 89520-0027

RE: Spanish Springs Associates; APN: 538-161-09 & 10 & 538-010-07  
Parcel Map; PM16-009

Dear Mr. Lloyd:

The Washoe County Health District, Environmental Health Services Division has reviewed the above referenced project. Approval by this Division is subject to the following conditions:

1. The proposed parcel map is creating four (4) parcels to be served by the existing municipal sewer and water services in the area. No associated construction or grading was included with this proposed parcel map application.
2. The WCHD has no objections to the approval of this project as proposed.
3. The final Parcel Map is required to be submitted for review and signature by this Division.

If you have any questions regarding the foregoing, please contact Wes Rubio, Senior Environmental Health Specialist at wrubio@washoecounty.us regarding all Health District comments.

Sincerely,

Bob Sack, Division Director  
Environmental Health Services Division  
Washoe County Health District

BS:wr

cc: File - Washoe County Health District

ec: Spanish Springs Associates - jesse@hawcoproperties.com

## ENVIRONMENTAL HEALTH SERVICES

1001 East Ninth Street | P.O. Box 11130 | Reno, Nevada 89520  
775-328-2434 | Fax: 775-328-6176 | washoecounty.us/health  
Serving Reno, Sparks and all of Washoe County, Nevada | Washoe County is an Equal Opportunity Employer



**PM16-009**  
**EXHIBIT C**

**Public Health**  
Prevent. Promote. Protect.

Amy Ray  
*Fire Marshal*



Tim Leighton  
*Division Chief*

Charles A. Moore  
*Fire Chief*

September 12, 2016

Washoe County Community Services Department  
1001 East Ninth Street  
Reno, NV 89512

Re: Parcel Map Case Number PM 16-009 (Spanish Springs Associates)

The Truckee Meadows Fire Protection District (TMFPD) approves the above Parcel Map PM16-009 (Spanish Springs Associates) with the following conditions:

- Any developments on the property shall meet the requirements of WCC 60. This shall include, but is not limited to, the requirements for exterior construction and defensible space/open space planning in accordance with the *Wildland Urban Interface Code*, access requirements, and water for fire suppression. Plans for development of parcels shall be submitted for review and approval to TMFPD.

Please contact me with any questions at (775) 326-6005.

Thank you,

Amy Ray  
Fire Marshal

**TRUCKEE MEADOWS FIRE PROTECTION DISTRICT**

1001 E. Ninth St. Bldg D 2nd Floor • Reno, Nevada 89512 • PO Box 11130 • Reno, Nevada 89520  
*Office 775.326.6000 Fax 775.326.6003*

**PM16-009  
EXHIBIT D**



## OFFICIAL NOTICE OF SUBMITTAL OF TENTATIVE PARCEL MAP

**DATE: September 30, 2016**

You are hereby notified that the **Washoe County Parcel Map Review Committee** will consider an application for a parcel map in your area. This map is a subsequent division of a parcel created within the last five years. The meeting will be held at the following time and location:

**1:30 p.m., Thursday, October 13, 2016**

**Community Services Department - Planning and Development, Mount Rose Conference Room, Bldg A, Rm. 275, 1001 E. Ninth St., Reno, NV 89512**

**Re: Parcel Map Case Number PM16-009 (Spanish Springs Associates)** – Hearing, discussion, and possible action to approve a tentative parcel map to merge and re-subdivide three parcels totaling ±180.26 acres into four parcels of ±9.95, ±2.55, ±39.53 and ±128.24 acres.

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- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 606 Parcel Maps
- Commission District: 4 – Commissioner Hartung
- Section/Township/Range: Section 14 and 23, T21N, R20E, MDM, Washoe County, NV
  
- Staff: Trevor Lloyd, Senior Planner  
Washoe County Community Services Department  
Division of Planning and Development
  
- Phone: 775.328.3620
- E-Mail: [tlloyd@washoecounty.us](mailto:tlloyd@washoecounty.us)

Subdivision improvement requirements may also be considered for second or subsequent parcel maps pursuant to NRS 278.462. Any tentative parcel map may be subject to conditions relating to the above items as are reasonably necessary. Unless the Parcel Map Review Committee finds that they are not appropriate, subdivision improvements shall be required for this tentative parcel map.

**Should you wish to comment on the project, you may attend the meeting, or submit written comments to the staff member named above, Community Services Department, Planning and Development Division, 1001 East Ninth Street, Reno, Nevada, 89520, at or before the meeting. Alternately, you may convey your comments electronically via fax to (775) 328-6133 or email: [plncntr@washoecounty.us](mailto:plncntr@washoecounty.us). Please include the staff planner's name with your comments.**