



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

## Parcel Map Review Committee Members

Thursday, January 14, 2021  
2:00 p.m.

Larry Chesney, Planning Commission  
James English, Health District  
Tim Simpson, Environmental Engineer  
Wayne Handrock, Engineering  
Dale Way, Truckee Meadows Fire Protection District  
Roger Pelham, Planning and Building

**Washoe County Administration Complex  
Building A  
Commission Chambers  
1001 East Ninth Street  
Reno, NV**

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**Due to COVID-19:** No members of the public were allowed in the BCC Chambers due to concerns for public safety resulting from the COVID-19 emergency and pursuant to the Governor of Nevada's Declaration of Emergency Directive 006 Section 1 which suspended the requirement in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public would be permitted to attend and participate. This meeting was held by teleconference only.

The meeting was televised live and can be replayed on Washoe Channel at: <https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> also on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>

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The Washoe County Parcel Map Review Committee met in regular session on Thursday, January 14, 2021, at 2:00 p.m., via Zoom.

### 1. Determination of Quorum [Non-action item]

Roger Pelham called the meeting to order at 2:02 p.m. The following members and staff were present:

Departments represented: Community Services Department (CSD)  
Tim Simpson, Environmental Engineer  
Wayne Handrock, Engineering  
Roger Pelham, Planning and Building

Health District  
Wes Rubio (alternate)

Planning Commission  
Larry Chesney

Truckee Meadows Fire Protection District  
Dale Way (joined meeting at 2:05 p.m.)

Staff present: Dan Cahalane, Planner, Planning and Building  
Chris Bronczyk, Planner, Planning and Building  
Donna Fagan, Recording Secretary  
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office

**2. Ethics Law Announcement [Non-action item]**

Deputy District Attorney Jennifer Gustafson recited the Ethics Law standards.

**3. Appeal Procedure [Non-action item]**

Mr. Pelham recited the appeal procedure for items heard before the Parcel Map Review Committee.

**4. Public Comment [Non-action item]**

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

Dale Way, TMFPD, joined the meeting.

**5. Approval of the Agenda [For possible action]**

Roger Pelham noted the applicant for item 7A, WTPM20-0013 (RT Merchant), has requested to postpone the item until February.

In accordance with the Open Meeting Law, Wes Rubio moved to approve the agenda of January 14, 2021. Larry Chesney seconded the motion which carried unanimously.

**6. Approval of the December 10, 2020 Draft Minutes [For possible action]**

Larry Chesney moved to approve the December 10, 2020 draft minutes, as written. Wes Rubio seconded the motion which carried unanimously.

**7. Project Review Items [For possible action]**

**A. Tentative Parcel Map Case Number WTPM20-0013 (RT Merchant) [For possible action]** – For possible action, hearing, and discussion to approve a tentative parcel map to allow the merger and subsequent re-division of two existing parcels of land into four parcels of land. The existing parcels of land are approximately 10.16 and 34.8 acres in size. The four resulting parcels of land are proposed to be approximately 7.38, 5.14, 5.09 and 27.36 acres in size. This is a second or subsequent division of land within the last 5 years.

- Applicant: Odyssey Engineering  
Attn: Kelly Combest
- Property Owner: RT Merchant, LLC  
Attn: Michael Merchant
- Location: On the east side of Eastlake Blvd, approximately ¼ mile south of its intersection with US Highway 395
- APN: 050-210-50 & 050-210-54
- Parcel Size: ± 10.16 and ± 34.8 acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: Medium Density Rural (MDR)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Lucey
- Staff: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775-328-3622
- E-mail: [rpelham@washoecounty.us](mailto:rpelham@washoecounty.us)

Roger Pelham opened the public hearing. The applicant has requested postponement of the item until February.

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

Wes Rubio noted the Health District has not gotten comments to staff for the conditions of approval. Mr. Rubio indicated any new lots would require test trenches be placed on the lots to ensure there is suitable area for sewage disposal or an engineered design. If the applicant has already dug the test trenches they will need to show the Health District their location on a plot plan and demonstrate they are within the boundaries of the existing parcel line.

Wes Rubio moved to continue the item until the February 11, 2021, PMRC meeting. Wayne Handrock seconded the motion which carried unanimously.

**B. Tentative Parcel Map Case Number WTPM20-0014 (Pleasant Valley Ranch 1) [For Possible Action]** – For possible action, hearing, and discussion to approve a tentative parcel map dividing a 20-acre parcel into four parcels of five (5) acres each. This is a second or subsequent parcel map.

- Applicant: Harry C Fry
- Property Owner: Pleasant Valley Ranch Estates LLC
- Location: 16100 Rocky Vista Rd
- APN: 017-410-38
- Parcel Size: 20 acres
- Master Plan: Rural Residential, Suburban Residential
- Regulatory Zone: Medium Density Rural ( $\pm 11\%$ ), Low Density Suburban ( $\pm 52\%$ ) Medium Density Suburban ( $\pm 37\%$ )
  
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606
- Commission District: 2 – Commissioner Lucey
- Staff: Dan Cahalane, Planner  
Washoe County Community Services Department  
Planning Division
  
- Phone: 775.328.3628
- Email: [dcahalane@washoecounty.us](mailto:dcahalane@washoecounty.us)

**C. Tentative Parcel Map Case Number WTPM20-0015 (Pleasant Valley Ranch 2) [For Possible Action]** – For possible action, hearing, and discussion to approve a tentative parcel map dividing a 20-acre parcel into four parcels of five (5) acres each. This is a second or subsequent parcel map.

- Applicant: Harry C Fry
- Property Owner: Pleasant Valley Ranch Estates LLC
- Location: 16100 Rocky Vista Rd
- APN: 017-410-39
- Parcel Size: 20 acres
- Master Plan: General Rural, Rural Residential, Suburban Residential
- Regulatory Zone: General Rural ( $\pm 4.92\%$ ) Medium Density Rural ( $\pm 48.30\%$ ), Low Density Suburban ( $\pm 17.45\%$ ) Medium Density Suburban ( $\pm 29.44\%$ )
  
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606
- Commission District: 2 – Commissioner Lucey
- Staff: Dan Cahalane, Planner  
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Mr. Pelham opened items 7B and 7C as one item as they are related to each other. Dan Cahalane reviewed his staff reports.

Tim Simpson noted one of the subsequent parcel map requirements is to follow the subdivision rules. One of Engineering's conditions is requiring a gravel road instead of a paved road. He asked if the requirement was to build a paved road instead of the gravel road. Wayne Handrock responded the requirements were issued by Leo Vesely. He is not sure why Mr. Vesely required gravel, but Mr. Handrock knows Mr. Vesely is aware this is a subsequent parcel map. DDA Gustafson wanted to clarify, it's not the subdivision requirements are required for a subsequent parcel map the statute say, "you may require any reasonable improvement but not more than would be required if the parcel were a subdivision". So, it is up to subdivision requirements not necessarily subdivision requirements. Mr. Simpson said that seems reasonable he is just concern with the roadway allowing emergency vehicle access.

Dale Way met with the applicant to discuss the roadway. Mr. Way was leaving the road up to Engineering, however, fire hydrants serving the new parcels will be required, as in a subdivision.

Mariah Becket, a resident of Pleasant Valley, said she was concerned with the exhibit language which says may is a permissive term and shall or must are mandatory terms but on the page regarding the water rights discussion the use of "may not" in all caps where clearly the intention is to say they are prohibiting the use of supplemental water rights as part of the required water rights. With using the "may" language, that would be an advisory rather than an actual prohibition. Her other concern she raises at all of these meetings, things that increase the population of the county, water rights are not always real and in the event of a drought you can have substantially less water available than your water rights allow and we are expecting more droughts with global climate change.

Mr. Pelham read into the record two public comments which are posted on the PMRC meeting page for January 14, 2021.

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

Larry Chesney 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 WTPM20-0014 for Pleasant Valley Ranch Estates LLC , subject to the conditions of approval included as Exhibit A with the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30.

In addition:

Larry Chesney 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 WTPM20-0015 for Pleasant Valley Ranch Estates LLC , subject to the conditions of approval included as Exhibit A with the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30. Wes Rubio seconded the first and second motion both of which carried unanimously.

The motions 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 Washoe County Code, Section 110.606.30(d) and which are in addition to the criteria listed above.

**D. Tentative Parcel Map Case Number WTPM20-0016 (Silverado Eagle Canyon) [For Possible Action]** – For hearing, discussion, and possible action to approve a second parcel map within 5 years to merge 2 parcels ( $\pm 0.37$  acres,  $\pm 0.22$  acres) and re-divide into 3 parcels of  $\pm 0.19$  acres (Lot 169-A) and  $\pm 0.35$  acres (Lot 168-A), and a common area lot of  $\pm 0.04$  acres (area C).

- Applicant: Silverado Eagle Canyon, LLC
- Property Owner: Silverado Eagle Canyon, LLC
- Location: 1050 and 1054 Iron King Drive
- APN: 532-324-05; 532-324-06
- Parcel Size: 0.37 acres; 0.22 acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 4 – Commissioner Hartung
- Staff: Chris Bronczyk, Planner  
Washoe County Community Services Department  
Planning Division
- Phone: 775.328.3612
- Email: cbronczyk@washoecounty.us

Roger Pelham opened the public hearing. Chris Bronczyk reviewed his staff report dated December 21, 2020.

Kevin Almeter, the applicant's representative, wanted to confirm they would get the county tech check comments in a timely manner so they can get the maps recorded to sell the lots. Wayne Handrock said yes.

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

Wes Rubio 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 WTPM20-0016 for Silverado Eagle Canyon, LLC subject to the conditions of approval included as Exhibit A with the staff report, and make the determination

that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30. Larry Chesney seconded the motion which carried unanimously.

The motions 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 Washoe County Code, Section 110.606.30(d) and which are in addition to the criteria listed above.

**8. Reports and Future Agenda Items [Non-action item]**

**A. Future Agenda Items**

None

**B. Legal Information and Updates**

DDA Gustafson said the Planning and Building Division will be doing a review of this board and looking at the code, whether it needs to be updated to reflect our current committee membership and things of that nature.

**9. Public Comment [Non-action item]**

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

**10. Adjournment [Non-action item]**

The meeting was adjourned at 2:42 p.m.

Respectfully submitted,

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Donna Fagan, Recording Secretary

Approved by Committee in session on \_\_\_\_\_, 2021

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Roger Pelham, Chair  
Senior Planner