



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

## Parcel Map Review Committee Members

Thursday, September 11, 2014  
1:30 p.m.

James Barnes, Planning Commission  
James English, Health District  
John Cella, Water Resources  
Mike Gump, Engineering  
Sandra Monsalve, Planning and Development  
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

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The Washoe County Parcel Map Review Committee met in regular session on Thursday, September 11, 2014, at 1:30 p.m., in the Washoe County Mt. Rose Conference Room, 1001 East Ninth Street, Reno, Nevada.

### 1. Determination of Quorum

Roger Pelham called the meeting to order at 1:32 p.m. The following members and staff were present:

#### Members present:

Community Services Department (CSD)  
Mike Gump, Engineering and Capitol Projects  
John Cella, Water Resources  
Grace Sannazzaro, Planning and Development  
Roger Pelham, Planning and Development

Health District  
James English

#### Members absent:

James Barnes, Planning Commission  
Sandra Monsalve, Planning and Development  
Amy Ray, Truckee Meadows Fire Protection District

#### Staff present:

Greg Salter, Deputy District Attorney, District Attorney's Office  
Donna Fagan, Recording Secretary

To determine a quorum Mr. Pelham had each attending member of the Parcel Map Review Committee introduce themselves and there was a quorum.

### 2. Ethics Law Announcement

Deputy District Attorney Greg Salter recited the Ethics Law standards.

### 3. Appeal Procedure

Mr. Pelham 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 September 11, 2014, as written. The motion, seconded by Mr. English, passed unanimously.

### 6. Approval of July 10, 2014 Draft Minutes

Mr. Gump noted he was absent for the July 10, 2014 meeting. Kimble Corbridge moved to approve the July 10, 2014 minutes with Mr. Gump being listed as absent. John Cella seconded the motion which carried unanimously.

### 7. Project Review Items

#### Agenda Item 7A

**Tentative Common Open Space Parcel Map Case Number: PM14-004 (Ridgeview Estates Development, LLC)** – To divide one 37,026 square foot ( $\pm 0.85$  acre) parcel into two condominium unit parcels consisting of  $\pm 5,729$  square feet (Unit 1);  $\pm 4,809$  square feet (Unit 2); and  $\pm 26,515$  square feet of common area.

- Applicant/Property Owner: Ridgeview Estates Development, LLC
- Consultant: Arnett and Associates, Inc.
- Project Location: 590 Lakeshore Boulevard, approximately 675 feet east of Tahoe Boulevard and approximately 70 feet west of Crystal Peak Road, Incline Village, NV
- Assessor's Parcel Number: 122-128-16
- Parcel Size:  $\pm 0.85$  Acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 606, Parcel Maps and Article 408, Common Open Space Development
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Section 17, T16N, R18E, M.D.M  
Washoe County, NV
- Staff: Grace Sannazzaro, Planner  
Washoe County Community Services  
Department  
Planning and Development Division
- Phone: 775.328.3771
- Email: [gsannazzaro@washoecounty.us](mailto:gsannazzaro@washoecounty.us)

Mr. Pelham opened the public hearing. Grace Sannazzaro reviewed her staff report dated August 29, 2014. Ms. Sannazzaro noted that she was concerned about the overhang on the

building so addressed it in condition 1c of the Conditions of Approval. She also noted the developer will have to do CC&Rs.

Mr. Gump noted that in the lower right corner of the Exhibits to the staff report the case number reads incorrectly as PM14-005. It should read PM14-004.

James English wanted to make the applicant aware that the Health District has a USD remediation site, a gas station, to the west of the property which will be ongoing for quite a while.

Mr. Pelham closed the public hearing.

Mr. Cella 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 with conditions Common Open Space Parcel Map Case Number PM14-004 for Ridgeview Estates Development, 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 (i), Review Criteria. Mike Gump seconded the motion which carried unanimously 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.

## **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**

The meeting adjourned at 1:48 p.m.

Respectfully submitted,

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Donna Fagan, Recording Secretary

Approved by Committee in session on \_\_\_\_\_ 2015

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William H. Whitney  
Secretary to the Parcel Map Review Committee

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