



WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE Meeting Minutes

Parcel Map Review Committee Members

Thursday, January 19, 2017
1:30 p.m.

James Barnes, Planning Commission
James English, Health District
Tim Simpson, Environmental Engineer
Mike Gump, Engineering
Amy Ray, Truckee Meadows Fire Protection District
Eric Young, 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, January 19, 2017, at 1:30 p.m., in the Washoe County Mt. Rose Conference Room, 1001 East Ninth Street, Reno, Nevada.

1. Determination of Quorum

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

Departments represented: Community Services Department (CSD)
Tim Simpson, Environmental Engineer
Mike Gump, Engineering
Eric Young, Planning and Development

Health District
James English

Planning Commission
James Barnes

Truckee Meadows Fire Protection District
Amy Ray, Fire Marshal

Staff present: Chad Giesinger, Senior Planner, Planning and Development
Eva Krause, Planner, Planning and Development
Nathan Edwards, Deputy District Attorney, District Attorney's Office
Donna Fagan, Recording Secretary

2. Ethics Law Announcement

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

3. Appeal Procedure

Eric Young 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 January 19, 2017, as written. The motion, seconded by Amy Ray, passed unanimously.

6. Approval of December 8, 2016 Draft Minutes

James English moved to approve the December 8, 2016 draft minutes, as written. The motion was seconded by Tim Simpson and passed unanimously.

7. Project Review Items

A. Parcel Map Case Number WTPM16-0006 (Merchant – Eastlake): Hearing, discussion, and possible action to approve the division of a vacant 65.58 acre parcel into 4 parcels of 5.16 acres, 5.4 acres, 10.16 acres, and a remainder parcel of 44.86 acres. The property is located at the intersection of East Lake Blvd and Highway 395 in East Washoe Valley across from Little Washoe Lake.

- Applicant: Michael Merchant
- Property Owner: Lake & Mountain Views, LLC
- Location: 0 Eastlake Blvd, Washoe Valley, NV
- Assessor's Parcel Number: 050-210-22
- Parcel Size: 65.58
- Master Plan Category: 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 Map
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 24, 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
- Email: cgiesinger@washoecounty.us

Eric Young opened the public hearing. Chad Giesinger reviewed his staff report dated December 23, 2016. Mr. Giesinger noted this parcel was the subject of a previous series of parcel maps in 2008.

Jason Gilles, the applicant's representative, noted the memo to Mr. Giesinger from Clara Lawson regarding all four lots coming off a single access off East Lake Blvd. He questioned if that note made it into the conditions of approval. Mr. Giesinger said he received conflicting conditions about access so after speaking to Mike Gump they decided the best course of action was to propose the conditions that appear in the conditions of approval. Mr. Gilles said that made sense to him.

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 WTPM16-0006 (Merchant-Eastlake), 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. Tim Simpson 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.

B. Parcel Map Case Number WTPM16-0007 (Martinez-Rodriguez) – Hearing, discussion, and possible action to approve the division of a 2.04 acre parcel into a 1.7 acre parcel and a 0.34 acre parcel.

- Applicant: Elisandro (Alex) Martinez-Rodriguez
- Property Owner: Elisandro Martinez-Rodriguez
- Location: 350 W. 5th Avenue, Sun Valley, NV
- Assessor's Parcel Number: 085-750-06
- Parcel Size: 2.04 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: Eva M. Krause, AICP, Planner

Washoe County Community Services Department
Planning and Development Division
775.328.3628
ekrause@washoecounty.us

- Phone:
- E-Mail:

Eric Young opened the public hearing. Eva Krause reviewed her staff report dated December 22, 2016. Ms. Krause noted she had received conditions from Amy Ray, Truckee Meadows Fire Protection District (TMFPD), after her staff report was complete. New conditions of approval containing TMFPD conditions are submitted as Exhibit 11917.

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

Tim Simpson 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 WTPM16-0007 for Martinez-Rodrigues, subject to the conditions of approval included as Exhibit 11917 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. 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.

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

There was a motion to adjourn at 1:48 p.m.

Respectfully submitted,



Donna Fagan, Recording Secretary

Approved by Committee in session on February 9, 2017



for William H. Whitney
Secretary to the Parcel Map Review Committee



Conditions of Approval

Parcel Map Case Number WTPM16-0007

The tentative parcel map approved under Parcel Map Case Number WTPM16-0007 shall be carried out in accordance with the Conditions of Approval granted by the Washoe County Parcel Map Review Committee on January 12, 2017. 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.

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

- **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.

Planning and Development Division

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

Contact: Eva M. Krause, AICP, Planner, 775.328.3628, ekrause@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. WTPM16-0007 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.

WILLIAM H. WHITNEY, DIRECTOR, PLANNING AND DEVELOPMENT DIVISION

- d. Any regulations, procedures, and conditions adopted by the Washoe County Health District must be met prior to recordation of a final map.

- e. The applicant shall provide verification to the Planning and Development Division that all conditions from the Truckee Meadows Fire Protection District have been satisfied.
- f. All conditions, correction or requirements of the technical map check shall be made to the satisfaction of the County Surveyor prior to final approval of the map.
- g. 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.

Engineering and Capital Projects Division

2. The following conditions are requirements of the Engineering and Capital Project Division, which shall be responsible for determining compliance with these conditions.

Contact: Mike Gump, 775.328.2315, MGump@washoecounty.us

- a. Identify Westhill Ct. on Vicinity Map
- b. The applicant shall submit a letter from a PLS certifying that the roadway improvements are within the documented access.
- c. Any access way shall be upgraded to a gravel road that will allow emergency vehicle travel, issuance of a building permit and take drainage into consideration. Submit plans for review and approval.
- d. Comply with the conditions of the Washoe County technical check for this map.
- e. Add a Security Interest Holder's Certificate to the map if applicable.
- f. Grant 7.5 foot easements for snow storage, drainage and signage.

Environmental Health Services Division

3. The following condition is the requirement of the Environmental Health Division, which shall be responsible for deterring compliance with these conditions.

Contact: Wes Rubio, 775.328.2635 wrubio@washoecounty.us

- a. All new construction shall be served by municipal sewer and water.

Sun Valley General Improvement District

4. The following conditions are requirements of the Sun Valley General Improvement District, which shall be responsible for determining compliance with these conditions.

Contact: Jon Combs, 775.673.2253, jcombs@svgid.com

- a. Sun Valley GID shall be the water and waste water provider.
- b. Any water rights that may be required for development shall be dedicated to Sun Valley GID.
- c. Sun Valley GID shall be a signature on the Jurat.
- d. Compliance with applicable regulations and policies of the Sun Valley GID shall be required.

Truckee Meadows Fire Protection District

5. The following conditions are requirements of Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with these conditions.

Contact: Amy Ray, Fire Marshal, 775.326.6005, aray@tmfpd.us

- a. Any development on the property shall meet all requirements of Washoe County Code 60. This may include, but is not limited to, Driveway access at 12 feet shall be provided to all buildings per WUI and turn-arounds may be required to be placed on property for emergency access.
- b. Access to all parcels shall be shown on the final map. Turn-arounds and access shall be approved by TMFPD for compliance.

*** End of Conditions ***