



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

## Parcel Map Review Committee Members

Thursday, March 9, 2017  
1:30 p.m.

James Barnes, Planning Commission  
James English, Health District  
Tim Simpson, Utility Services  
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

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The Washoe County Parcel Map Review Committee met in regular session on Thursday, March 9, 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 1:33 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

Members Absent: Planning Commission  
James Barnes

Truckee Meadows Fire Protection District  
Amy Ray, Fire Marshal

Staff present: Trevor Lloyd, Senior Planner, Planning and Development  
Roger Pelham, Senior Planner, Planning and Development  
Kimble Corbridge, P.E., Project Manager, Engineering  
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

Mr. 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 public comment period was closed.

#### 5. Approval of Agenda

In accordance with the Open Meeting Law, Mike Gump moved to approve the agenda of March 9, 2017, as written. The motion, seconded by James English, passed unanimously.

#### 6. Approval of February 9, 2017 Draft Minutes

Mike Gump moved to approve the February 9, 2017 draft minutes, as written. The motion was seconded by James English and passed unanimously.

#### 7. Project Review Items

**A. Tentative Parcel Map Case Number WTPM17-0001 (Mile Circle, LLC)** – Hearing, discussion, and possible action to approve a tentative parcel map to allow the division of a ±5.447 acre parcel into two parcels of ±2.724 acres each.

- Applicant/Property Owner: Mile Circle, LLC  
Attn: Jeff Aaron  
774 Mays Boulevard #10-156  
Incline Village, NV 89451
- Location: 600 Mile Circle Drive, approximately 900 feet north of its intersection with Holcomb Ranch Lane
- Assessor's Parcel Number: 043-061-01
- Parcel Size: ±5.447 acre
- Master Plan Category: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR: maximum density of 1 dwelling per 2.5 acres)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 7, T18N, R20E, MDM, Washoe County, NV
- Staff: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775-328-3622
- Email: rpelham@washoecounty.us

Eric Young opened the public hearing. Roger Pelham reviewed his staff report dated February 14, 2017.

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 WTPM17-0001 for Mile Circle, 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. 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. Tentative Parcel Map Case Number WTPM17-0003 (Caleb Parcel Map) –** Hearing, discussion, and possible action to approve the merger and re-subdivision of two parcels totaling 4.18 acres into four parcels of approximately ±1.047 acres each. The properties have a regulatory zone of Low Density Suburban (1 dwelling unit per acre).

- Owner/Applicant: Caleb Associates, LLC
- Location: At the intersection of Nectar and Chesapeake and Nectar and Birch, east of Lemmon Drive
- Assessor's Parcel Numbers: 080-287-01; 080-287-08
- Parcel Size: 4.18 Acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: North Valleys
- Citizen Advisory Board: North Valleys
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 5 – Commissioner Herman
- Section/Township/Range: Section 26, T21N, 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

Eric Young opened the public hearing. Trevor Lloyd reviewed his staff report dated February 21, 2017.

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

Tim Simpson 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 WTPM17-0003 for Caleb Associates, 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. Mike Gump 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. \*General Public Comment**

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

## **10. Adjournment**

Mr. Young made the motion to adjourn at 1:42 p.m.

Respectfully submitted,

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Donna Fagan, Recording Secretary

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Eric Young, Chair  
Senior Planner

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