



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

## Parcel Map Review Committee Members

Thursday, June 14, 2018  
2:00 p.m.

Larry Chesney, Planning Commission  
James English, Health District  
Tim Simpson, Environmental Engineer  
Mike Gump, Engineering  
Lisa Beaver, Truckee Meadows Fire Protection District  
Eric Young, Planning and Building

Washoe County Administration Complex  
Building A, Room 265  
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, June 14, 2018, at 2:00 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 2:00 p.m. The following members and staff were present:

Departments represented: Community Services Department (CSD)  
Tim Simpson, Environmental Engineer  
Eric Young, Planning and Building  
Truckee Meadows Fire Protection District  
Lisa Beaver  
Planning Commission  
Larry Chesney

Members Absent: Community Services Department (CSD)  
Mike Gump, Engineering  
Health District  
James English

Staff present: Chris Bronczyk, Planner, Planning and Building  
Donna Fagan, Recording Secretary  
Keith Munro, Deputy District Attorney, District Attorney's Office

### 2. \*Ethics Law Announcement

Deputy District Attorney Keith Munro recited the Ethics Law standards.

### 3. \*Appeal Procedure

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

#### 4. \*General Public Comment

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

#### 5. Possible action to approve Agenda

In accordance with the Open Meeting Law, Larry Chesney moved to approve the agenda of June 14, 2018, as written. The motion, seconded by Tim Simpson, passed unanimously.

#### 6. Possible action to approve May 10, 2018 Draft Minutes

Larry Chesney moved to approve the May 10, 2018 draft minutes, as written. The motion was seconded by Tim Simpson and passed unanimously.

#### 7. Project Review Items

**A. Tentative Parcel Map Case Number WTPM18-0006 (Skaggs)** - For possible action, hearing, and discussion to approve a tentative parcel map to create four (4) parcels from one existing 40.5 acre parcel. The change will result in three (3) 5.07 acre parcels and one (1) remaining 25.36 acre parcel. The property is currently vacant and is located at 0 Eastlake Blvd.

- Applicant / Owner: Skaggs Family Trust
- Location: 0 Eastlake Blvd.  
Washoe County, NV 89704
- APN: 050-470-05
- Parcel Size: 40.5 Acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: South Truckee Meadows / Washoe Valley
- Citizen Advisory Board: South Valleys
- Development Code: Authorized in 606, Parcel Maps
- Commission District: 2 – Commissioner Bob Lucey
- Staff: Chris Bronczyk, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775-328-3612
- Email: [cbronczyk@washoecounty.us](mailto:cbronczyk@washoecounty.us)

Eric Young opened the public hearing. Chris Bronczyk reviewed his staff report. Mr. Bronczyk made note of an amended condition 1(h) “the applicant shall record a public access easement to perpetuate an existing public trail from the east, on BLM land, to the west, on Washoe State Park land. The creation of a 10 foot public access easement shall run along the entirety of the north property line.” Mr. Bronczyk said as it currently stands, there is a trail there that is used and on the Washoe State Park land there is an existing easement for the trail which the location already connects to as well as an existing easement and a deed on the BLM land.

Lisa Beaver asked if there was any comment from TMFPD on this item. Mr. Bronczyk said he believed the TMFPD seat was vacant at the time so, no, there was no response. Ms. Beaver asked to add a condition and said the bulb turnaround is being shown on the map as a 50 foot access easement but due to the distance from the road, the access easement will need to be a 96 foot bulb. The code is detailed in the 2012 International Fire Code, Appendix D.

Eric Young opened public comment.

Carol Christensen, representing Washoe Valley Alliance, read the letter she submitted to the Committee.

Mr. Young asked Ms. Christensen if the new condition 1(h) has adequately addressed her concerns. Ms. Christensen said it looked fine to her.

Tim Simpson asked if 10 feet was typical of an equestrian trail. Mr. Bronczyk said in speaking with the Planning Manager, the number he was given was 10 foot public access easement. He said in doing a rough GIS measurement, he believes currently the pathway is approximately 13 feet wide. Mr. Simpson asked if it was sufficient to say the easement would be a "non-motorized equestrian trail." Mr. Bronczyk suggested modifying the condition to say "the applicant shall record a public access pedestrian/equestrian access easement." That will give more clarity on the purpose. Ms. Beaver asked how that was going to limit other than the signage saying that. Ms. Christensen said there are gates, if placed right, you could walk a horse around but couldn't take motorized through. They could install that at each end. There is a lot of other access points for motorized vehicles to reach the BLM land.

Eric Young closed public comment.

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 WTPM18-0006 for Skaggs Family Trust 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, along with amended condition 1(h) and compliance with the fire code both of which are stated above. Larry Chesney 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**

Eric Young introduced the new TMFPD member, Lisa Beaver.

**9. \*General Public Comment**

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

**10. Adjournment**

Eric Young made the motion to adjourn at 2:30 p.m.

Respectfully submitted,

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Donna Fagan, Recording Secretary

Approved by Committee in session on \_\_\_\_\_, 2018

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Eric Young, Chair  
Senior Planner

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