



WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

Parcel Map Review Committee Members

Thursday, September 12, 2019
2:00 p.m.

Larry Chesney, Planning Commission
James English, Health District
Tim Simpson, Environmental Engineer
Wayne Handrock, Engineering
Charles Moore, 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

The Washoe County Parcel Map Review Committee met in regular session on Thursday, September 12, 2019, 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 2:05 p.m. The following members and staff were present:

Departments represented: Community Services Department (CSD)
Walt West, Environmental Engineer (alternate)
Eric Young, Planning and Building
Health District
James English
Planning Commission
Larry Chesney
Truckee Meadows Fire Protection District
Charles Moore

Members Absent: Community Services Department (CSD)
Wayne Handrock, Engineering

Staff present: Julee Olander, Planner, Planning and Building
Donna Fagan, Recording Secretary
Michael Large, Deputy District Attorney, District Attorney's Office

2. *Ethics Law Announcement

Deputy District Attorney Mike Large 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, James English moved to approve the agenda of September 12, 2019, as written. The motion, seconded by Larry Chesney, passed unanimously.

6. Possible action to approve August 8, 2019 Draft Minutes

Larry Chesney moved to approve the August 8, 2019 draft minutes, as written. The motion was seconded by James English and passed unanimously.

7. Project Review Items

A. Tentative Parcel Map Case Number WTPM19-0012 (Pitts Parcels) – For possible action, hearing, and discussion to approve a merger and re-subdivision of two parcels that are 2.3 acres and 4.11 acres and created three parcels that will be 2.1 acres, 2 acres, & 2.39 acres on Juniper Hill Road.

- Applicant/Property Owner: Arnie C & Traci B Pitts
- Location: 235 Juniper Hill Rd.
- APN: 009-132-44 & 45
- Parcel Size: 2.3 acres & 4.11 acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: Southwest
- Citizen Advisory Board: West Truckee Meadows/Verdi
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 1 – Commissioner Berkbigler
- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building Division

- Phone: 775-328-3627
- E-mail: jolander@washoecounty.us

Eric Young opened the public hearing. Julee Olander reviewed her staff report dated August 26, 2019. Ms. Olander noted the two new parcels will access off the Latigo Ct. easement not Juniper Hill Rd.

Larry Chesney asked if the easement is large enough for fire trucks to access. Ryan Cook, Summit Engineering said the access will be 40 feet wide.

James English asked that the current septic system be located. He would like staff to be able to go out and take a look at it. Mr. English submitted a letter from the Health District with conditions which were omitted from the staff report. Ms. Olander will add them to the current conditions of approval. The applicant looked at the proposed Health District conditions and found them acceptable. Mr. English read the conditions.

Ryan Cook referred to condition 2(g) and asked if it could be reworded to “shall be constructed or bonded.” Walt West said Engineering is getting away from bonding as they haven’t had success with it. Mr. Cook said there is a buyer for the two parcels and the seller is anxious to record so the property can be transferred. Mr. Cook asked with the submission of improvement plans, what is the timing. Mr. West said it would have to be submitted through the building department for a grading permit so he couldn’t really give a timeframe. Mr. West said he believes they are at about 10 days. Mr. Cook said so upon submittal if there are no redlines we would be able to get a permit for

construction in a couple of weeks. Mr. West said right. Mr. West said there is a detailed list of what they are looking for so make sure they meet all the requirements and it will speed things up.

With no 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 WTPM19-0012 for Arnie C & Traci B Pitts, 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 with the addition of the Health District conditions submitted in a letter. Charlie Moore 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

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 2:18 p.m.

Respectfully submitted,

Donna Fagan, Recording Secretary

Approved by Committee in session on _____, 2019

Eric Young, Chair
Senior Planner

DRAFT