



Parcel Map Review Committee Staff Report

Meeting Date: July, 11, 2019

Agenda Item: 7A

TENTATIVE PARCEL MAP CASE NUMBER: WTPM19-0007 (1st Valley Holdings)

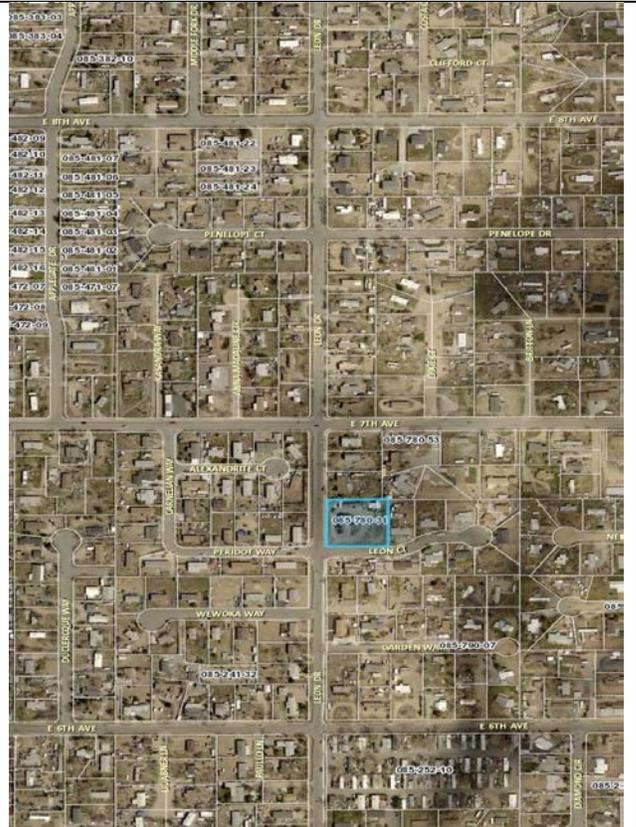
BRIEF SUMMARY OF REQUEST: To create two new lots of 0.664 and 0.291 acres

STAFF PLANNER: Jacob Parker
775.328.3628
jparker@washoecounty.us

CASE DESCRIPTION

For possible action, hearing, and discussion to approve a tentative parcel map dividing a 0.96 acre parcel into 2 parcels, of ±0.664 acres and ±0.291 acres.

Applicant/Property Owner: First Valley Holdings LLC
 Location: Southwest block of Leon Drive and Peridot Way
 APN: 085-780-31
 Parcel Size: 0.96 acres
 Master Plan: Suburban Residential (SR)
 Regulatory Zone: Medium Density Suburban (MDS)
 Max Density: 3 dwelling units per acre
 Area Plan: Sun Valley Area Plan
 Citizen Advisory Board: Sun Valley Citizen Advisory Board
 Development Code: Authorized in Article 606, Parcel Maps
 Commission District: 3 – Commissioner Jung



STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

POSSIBLE MOTION

I 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 WTPM19-0007 for First Valley Holdings 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.

(Motion page 9)

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Parcel Map

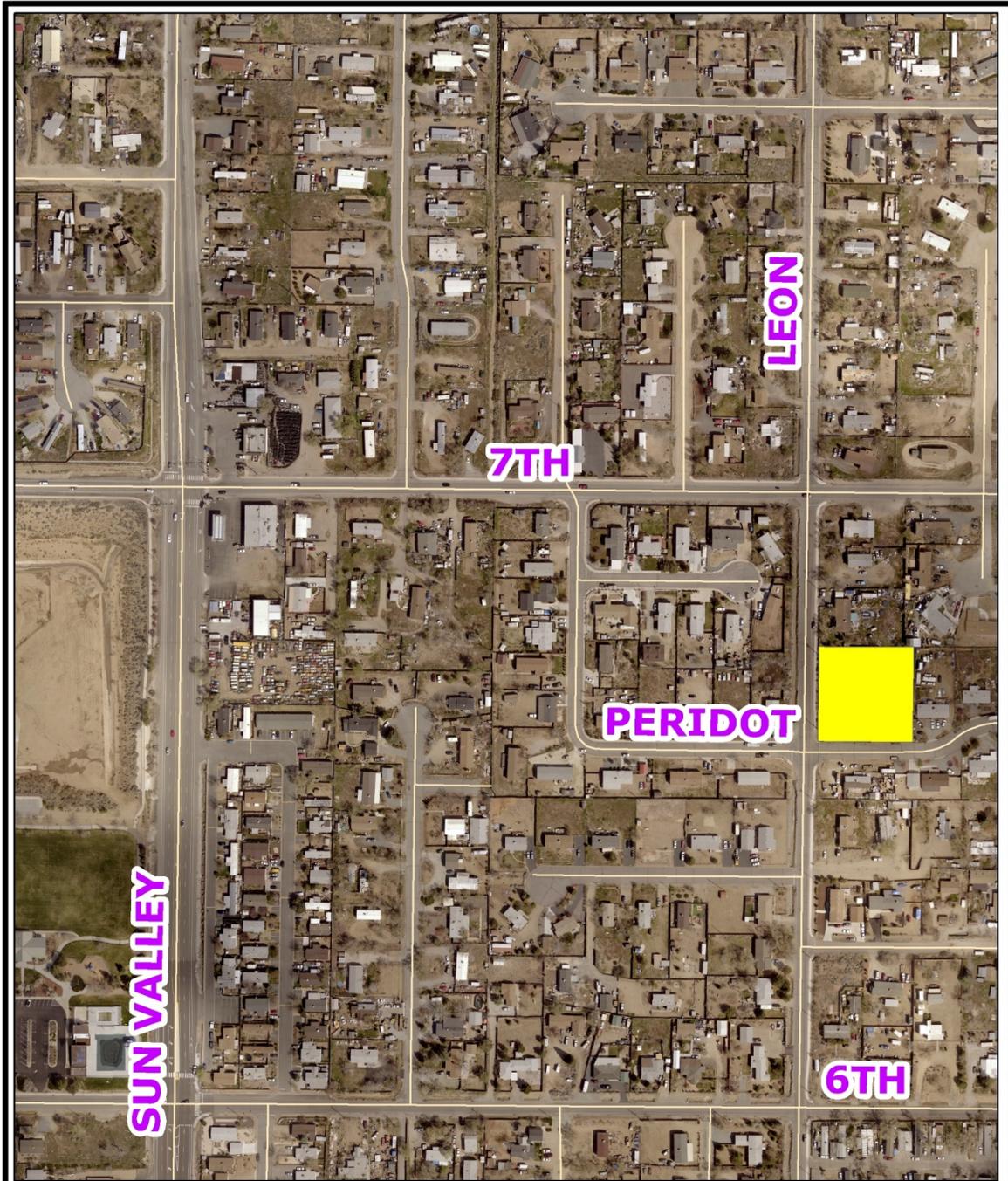
The purpose of a parcel map is to allow for the creation of subdivisions, merger and re-subdivision of existing lots, and common-interest communities consisting of four or fewer parcels pursuant to Washoe County Code Chapter 110, Article 606, *Parcel Maps*. A tentative parcel map must be submitted to the Planning and Building Division for the purpose of review prior to or concurrent with the final parcel map. Every tentative parcel map must be prepared by a professional land surveyor. The parcel map process exists to establish reasonable standards of design and procedures for subdividing in order to further the orderly layout and use of land and insure proper legal descriptions and monumenting of subdivided land. Additionally, the process helps to safeguard the public health, safety and general welfare by establishing minimum standards of design and development for any land division platted in the unincorporated area of Washoe County. If the Washoe County Parcel Map Review Committee grants an approval of the tentative parcel map, that approval is subject to Conditions of Approval. Conditions of Approval are requirements that may need to be completed during 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 on a structure.
- Prior to the issuance of a business license or other permits/licenses.
- Some Conditions of Approval are referred to as “Operational Conditions.” These conditions must be continually complied with for the life of the project.

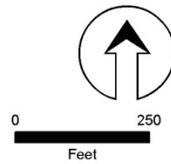
Within 22 months from the date of approval of the tentative parcel map, the applicant must file a final parcel map along with any required supporting materials with the Planning and Building Division and the County Engineer showing that all conditions imposed by the Washoe County Parcel Map Review Committee have been met. Approval or conditional approval of a tentative parcel map imposes no obligation on the part of the Director of the Planning and Building Division or the Washoe County Board of County Commissioners to approve the final parcel map or to accept any public dedication shown on the tentative or final parcel map. Failure to submit a complete final parcel map and pay the required fees within the two year time period shall cease any further action on the map and shall render the tentative parcel map as expired.

The conditions of approval for Tentative Parcel Map Case Number WTPM19-0007 is attached to this staff report and will be included with the Action Order, if approved by the Parcel Map Review Committee.

The subject property has a regulatory zone of Medium Density Suburban (MDS). The request is to divide one lot into two new lots. The sizes of the newly created lots will consist of one ± 0.664 acre lot and a remaining ± 0.291 acre lot. The proposed parcel map conforms to lot size and width requirements.



WTPM19-0007
 First Valley Holdings LLC



Community Services
 Department

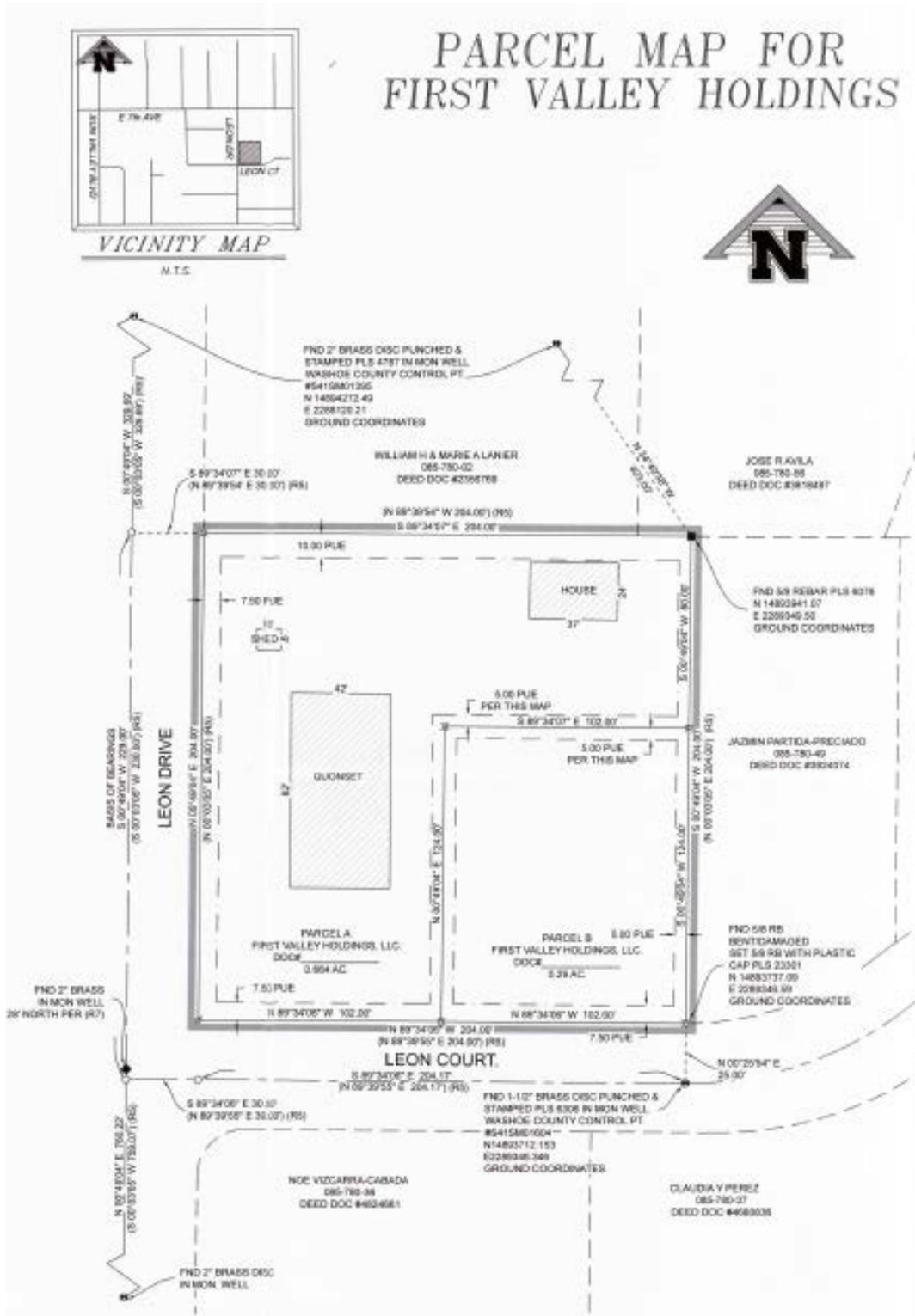
WASHOE COUNTY
 NEVADA
 1861

1001 E Ninth St
 Reno, Nevada 89512 (775) 328-3600

Source: Planning and Building Division

Date: 5/24/2019

Vicinity Map



Site Plan

Tentative Parcel Map Evaluation

Regulatory Zone:	Medium Density Suburban (MDS)
Maximum Lot Potential:	2
Number of Lots on Parcel Map:	2
Minimum Lot Size Required:	12,000 sq. ft.
Minimum Lot Size on Parcel Map:	12,675 sq. ft.
Minimum Lot Width Required:	80 ft.
Minimum Lot Width on Parcel Map:	80 ft.

The tentative parcel map meets all minimum requirements for the Medium Density Suburban regulatory zone.

Development Suitability Constraints: The Sun Valley Area Plan Development Suitability Map, a part of the Sun Valley Area Plan, identifies the subject parcel as most suitable for development.

Hydrographic Basin: The subject parcel is within the Sun Valley Hydrographic Basin.

The subject parcel is inside the Truckee Meadows Service Area (TMSA).

The proposed subdivision is not a second or subsequent division of a parcel map approved within the last five years.

Sun Valley Area Plan Modifiers

The subject parcel is located within the Sun Valley Area Plan. The following is the pertinent policy from the Area Plan:

- Section 110.218.05, *Community Water and Sewer*, requires that residential development of one dwelling unit or more per acre be served by community water and sewer facilities. The proposed lots will be served by the Sun Valley General Improvement District, which provides community water and sewer.
- Section 110.218.25, *New Parcel Restrictions*, requires newly created parcels to be in areas within the service area of recognized water purveyors. The proposed parcels are within the service area of the Sun Valley General Improvement District.

Development Information

The subject parcel is developed with a single family house and one detached accessory structure. The required setbacks for the Medium Density Suburban regulatory zone are 20 feet for front and rear yards and 8 feet for the side yards. The single family dwelling and all structures meet the above-mentioned setbacks.

Reviewing Agencies

The following agencies received a copy of the project application for review and evaluation. Washoe County Community Services Department

- Planning and Building Division

- Engineering and Capital Projects Division
- Parks and Open Spaces
- Utilities
- Water Rights Coordinator Manager
- Truckee Meadows Water Authority (TMWA)
- Washoe County Health District
 - Environmental Health Services Division
- Truckee Meadows Fire Protection District
- Nevada Department of Wildlife (NDOW)
- Regional Transportation Commission (RTC)
- Sun Valley General Improvement District (SVGID)
- Washoe-Storey Conservation District

2 out of the 12 above listed agencies/departments provided comments and/or recommended conditions of approval in response to their evaluation of the project application. A **summary** of each agency's comments and/or recommended conditions of approval and their contact information is provided. The Conditions of Approval document is attached to this staff report and will be included with the Action Order if granted approval. Washoe County Planning and Building Division, Planning Program requires that the final map be in substantial compliance with all plans and documents submitted with the tentative parcel map.

Contact: Jacob Parker, 328-3628, jparker@washoecounty.us

- Sun Valley General Improvement District provided conditions related to utility services provided by the General Improvement District and plan review.

Contact: Chris Melton, 775.673.2253, CMelton@svgid.com

- Washoe County Water Management Planner Coordinator requires proof of service for the parcel.

Contact: Vahid Behmaram, 775.328.3600, vbehmaram@washoecounty.us

Staff Comment on Required Findings

WCC Section 110.606.30 (i) requires that all of the following findings be made to the satisfaction of the Washoe County Parcel Map Review Committee before granting approval of the request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

- 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.

Staff Comment: Compliance with all applicable environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, and sewage disposal will be ensured prior to recordation of the final map or prior to approval of a development permit on the subject site. The application was reviewed by the appropriate agencies and no recommendation for denial was received.
 - b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision.

Staff Comment: The existing and proposed lots will be served by Sun Valley General Improvement District. Recommended conditions of approval are provided for SVGID service.

- c) The availability and accessibility of utilities.

Staff Comment: The existing and proposed lots will be served by the existing, adjacent, infrastructure to serve the newly created parcel.

- d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks.

Staff Comment: The proposed parcel map would create one additional lot within a previously developed area that is currently served by community services. The application was reviewed by the appropriate agencies and no recommendation for denial was received.

- e) Conformity with the zoning ordinances and master plan.

Staff Comment: The proposed division of land is in conformity with the existing Medium Density Suburban regulatory zone, and the applicable provisions of the Washoe County Development Code and Master Plan.

- f) General conformity with the governing body's master plan of streets and highways.

Staff Comment: The application was reviewed by the appropriate agencies and no recommendation for denial was received, the proposal is in conformance with the area plan and master plans for 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.

Staff Comment: The application was reviewed by the appropriate agencies, including Washoe County Engineering and Capital Projects Division, and no recommendation for denial was received, no recommendation for new streets or highways to serve the subdivision was received.

- h) Physical characteristics of the land such as floodplain, slope and soil.

Staff Comment: The Sun Valley Area Plan Development Suitability Map, a part of the Sun Valley Area Plan, indicates that the parcel is most suitable for development.

- i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive.

Staff Comment: These provisions of statute refer to the preparation of tentative maps. All recommend conditions of approval from the reviewing agencies have been included with the staff report.

- 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.

Staff Comment: The map was sent to Truckee Meadows Fire Protection District and no comments, or recommendations of denial were received.

- k) Community antenna television (CATV) conduit and pull wire.

Staff Comment: Appropriate easements are required to be included on the final map.

- l) Recreation and trail easements.

Staff Comment: No reviewing agencies recommended conditions requiring trail easements.

Recommendation

Those agencies which reviewed the application, recommended conditions in support of approval of the tentative parcel map. Therefore, after a thorough analysis and review, Parcel Map Case Number WTPM19-0007 is being recommended for approval with conditions. Staff offers the following motion for the Parcel Map Review Committee's consideration.

Review Criteria

I 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 WTPM19-0007 for First Valley Holdings 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:

- 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.

Appeal Process

Parcel Map Review Committee action will be effective 10 calendar days after the written decision is filed with the Secretary to the Parcel Map Review Committee, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Board of County Commissioners. Any appeal must be filed in writing within 10 calendar days from the date the written decision is filed with and signed by the Secretary of the Parcel Map Review Committee and mailed to the applicant.

Applicant/Property Owner: First Valley Holdings LLC
PO Box 51322
Sparks, NV 89435



Conditions of Approval

Tentative Parcel Map Case Number WTPM19-0007

The tentative parcel map approved under Parcel Map Case Number WTPM19-0007 shall be carried out in accordance with the Conditions of Approval granted by the Washoe County Parcel Map Review Committee on July 11, 2019. 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 Building 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.
- Prior to the issuance of a business license or other permits/licenses.
- Some “Conditions of Approval” are referred to as “Operational Conditions.” These conditions must be continually complied with for the life of the project.

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.

- **The RENO-TAHOE AIRPORT AUTHORITY is directed and governed by its own Board. Therefore, any conditions set by the Reno-Tahoe Airport Authority must be appealed to their Board of Trustees.**
- **The REGIONAL TRANSPORTATION COMMISSION (RTC) is directed and governed by its own Board. Conditions recommended by the RTC may be required, at the discretion of Washoe County.**
- **The NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) is directed and governed by its own board. Therefore, any conditions set by the Nevada Department of Transportation must be appealed to that Board.**

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

Washoe County Planning and Building Division

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

Contact: Jacob Parker, Planner, 775.328.3628, jparker@washoecounty.us

- a. The applicant shall attach a copy of the Action Order approving this project to all administrative permit applications (including building permits) applied for as part of this Tentative Parcel Map.
- b. 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 Building Division.
- c. 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 Building 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.
- d. The final map shall contain the following jurat:

DIRECTOR OF PLANNING AND BUILDING CERTIFICATE

THE FINAL PARCEL MAP CASE NO. WTPM19-0007 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 BUILDING OF WASHOE COUNTY, NEVADA, IN ACCORDANCE WITH NEVADA REVISED STATUTES 278.471 THROUGH 278.4725.

MOJRA HAUENSTEIN, DIRECTOR, PLANNING AND BUILDING DIVISION

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

Washoe County Engineering and Capital Projects

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

Contact: Chris Melton, Public Works Director, 775.673.2253, cmelton@svgid.com

- a. Any water rights that may be required for development will be required to be dedicated to Sun Valley GID.
- b. Sun Valley GID signature required on the Jurat.
- c. 5760 Leon Dr. is currently grandfathered as multiunit service (two dwellings, one service), per SVGID Tariff, once parceled will be subject to existing dwellings to split water and sewer services.
- d. Compliance with applicable regulations and policies of the Sun Valley General Improvement District shall be required.
- e. If lot is subdivided owner is subject to SVGID water and sewer facility fees as well as construction cost to bring utilities to property line.

Washoe County Water Rights Manager

- 3. The following conditions are requirements of the Water Rights Manager, who shall be responsible for determining compliance with these conditions.

Contact: Vahid Behmaram, 775.328.3600, vbehmaram@washoecounty.us

- a. The Parcel Map shall contain SVGID's note and acknowledgement regards all conditions necessary for provision of water service to these parcels prior to approval of building permit. Or a valid will serve from SVGID for the newly created parcel is also acceptable.

*** End of Conditions ***

From: [Fagan, Donna](#)
To: [Parker, Jacob](#)
Subject: Fw: May Agency Review Memo II
Date: Friday, May 24, 2019 11:36:38 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[Outlook-hehioz5c.png](#)
[Outlook-3vicgfjd.png](#)
[Outlook-hafjlpb4.png](#)
[Outlook-y4ygg3r5.png](#)
[Outlook-dmw12xis.png](#)

Comments on WTPM19-0007 from Sun Valley GID.



Donna Fagan
Planning and Building Division | Community Services Department
dfagan@washoecounty.us | Office: 775.328.3616
1001 E 9th Street, Reno, NV 89512-2845



From: ChrisMelton
Sent: Friday, May 24, 2019 11:08 AM
To: Fagan, Donna; Jon Combs
Cc: Jennifer Merritt
Subject: RE: May Agency Review Memo II

[**NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Donna,

Good morning, this email is in response to WTPM19-0007 41,660 square feet into parcels. Sun Valley GID comments on parcel map case number WTPM19-0007 (First Valley)

The parcel is located at 5670 Leon Dr. and in SVGID service area.

Sun Valley GID will be the water and waste water provider.

Any water rights that may be required for development will be required to be dedicated to Sun Valley GID.

Sun Valley GID to be signature on the Jurat.

5760 Leon Dr. is currently grandfathered as multiunit service (two dwellings, one service), per SVGID Tariff, once parceled will be subject to existing dwellings to split water and sewer services.

Compliance with applicable regulations and policies of the Sun Valley General Improvement District shall be required.

If lot is subdivided owner is subject to SVGID water and sewer facility fees as well as construction cost to bring utilities to property line.

WTPM19-0007
EXHIBIT B

Thank you,

Chris Melton
Public Works Director
Sun Valley General Improvement District
5000 Sun Valley Blvd.
Sun Valley, NV 89433
Phone: 775-673-2253
Fax: 775-673-7708
CMelton@svgid.com
Website: www.svgid.com

"The information contained in this e-mail is confidential and may be legally privileged. It is intended only for the use of the individual or entity named above. If you are not an intended recipient or if you have received this message in error, you are hereby notified that any dissemination, distribution, or copy of this e-mail is strictly prohibited. If you have received this e-mail in error, please immediately notify us by return e-mail or telephone if the sender's phone number is listed above, then promptly and permanently delete this message. Thank you for your cooperation and consideration."

From: Fagan, Donna [mailto:DFagan@washoecounty.us]
Sent: Thursday, May 23, 2019 4:23 PM
To: Jon Combs; ChrisMelton
Cc: Jennifer Merritt
Subject: May Agency Review Memo II

John and Chris,

Please find the attached Agency Review Memo with a case received this month by CSD, Planning and Building.

You've been asked to review item #2. Click on the highlighted item descriptions for a link to the application.

Please send any comments or conditions to the planner for that item.

Thank you,
Donna



Donna Fagan
Planning and Building Division | Community Services Department
dfagan@washoecounty.us | Office: 775.328.3616
1001 E. 9th Street, Reno, NV 89521





WASHOE COUNTY
COMMUNITY SERVICES
INTEGRITY COMMUNICATION SERVICE

P.O. Box 11130
Reno, Nevada 89520-0027
Phone: (775) 328-3600
Fax: (775) 328-3699

May 31, 2019

TO: Jacob Parker, Planner, CSD, Planning & Development Division
FROM: Vahid Behmaram, Water Management Planner Coordinator, CSD
SUBJECT: Tentative Parcel Map Case Number WTPM19-0007 (First Valley)

Project description:

The applicant is proposing to approve the splitting of one parcel into two new lots. The sizes of the newly created lots will consist of one 0.664 acre lot, and a 0.291 acre lot.

Location: 5670 Leon Drive, Washoe County, 89433, Assessor's Parcel Number: 085-780-31.

The Community Services Department (CSD) recommends approval of this project with the following Water Rights conditions:

Comments:

1) This application indicates the project is or will annex to and receive water service from Sun Valley GID.

Conditions:

1) The Parcel Map shall contain SVGID's note and acknowledgement regards all conditions necessary for provision of water service to these parcels prior to approval of building permit. Or a valid will serve from SVGID for the newly created parcel is also acceptable.