



# Parcel Map Review Committee Staff Report

Meeting Date: September 12, 2019

Agenda Item: 7A

TENTATIVE PARCEL MAP CASE NUMBER: WTPM19-0012 (Pitts Parcels)

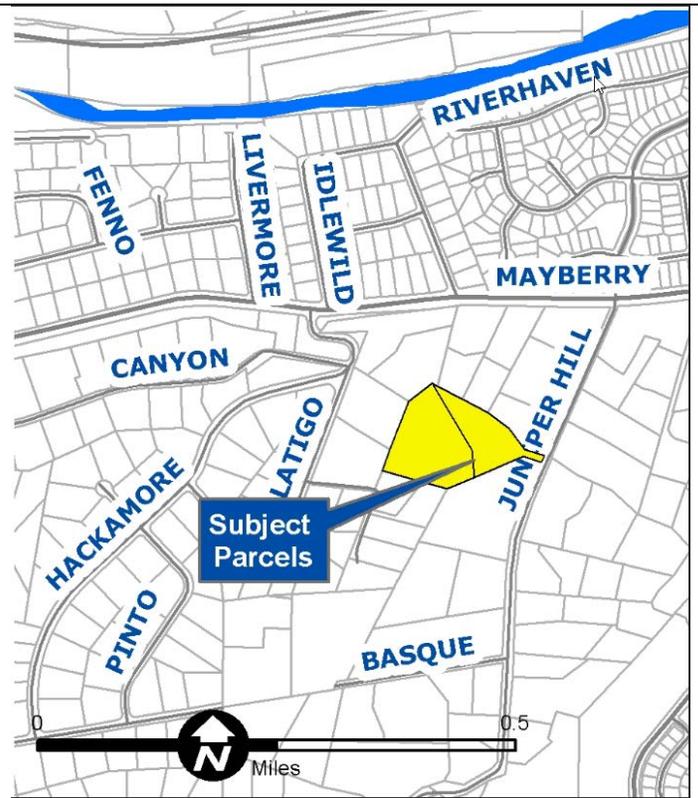
BRIEF SUMMARY OF REQUEST: To approve a merger and re-subdivision of two parcels to create three parcels on Juniper Hill Road.

STAFF PLANNER: Planner's Name: Julee Olander  
Phone Number: 775.328.3627  
E-mail: [jolander@washoecounty.us](mailto:jolander@washoecounty.us)

### CASE DESCRIPTION

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 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 WTPM19-0012 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.

*(Motion with Findings on Page 7)*

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## **Parcel Map**

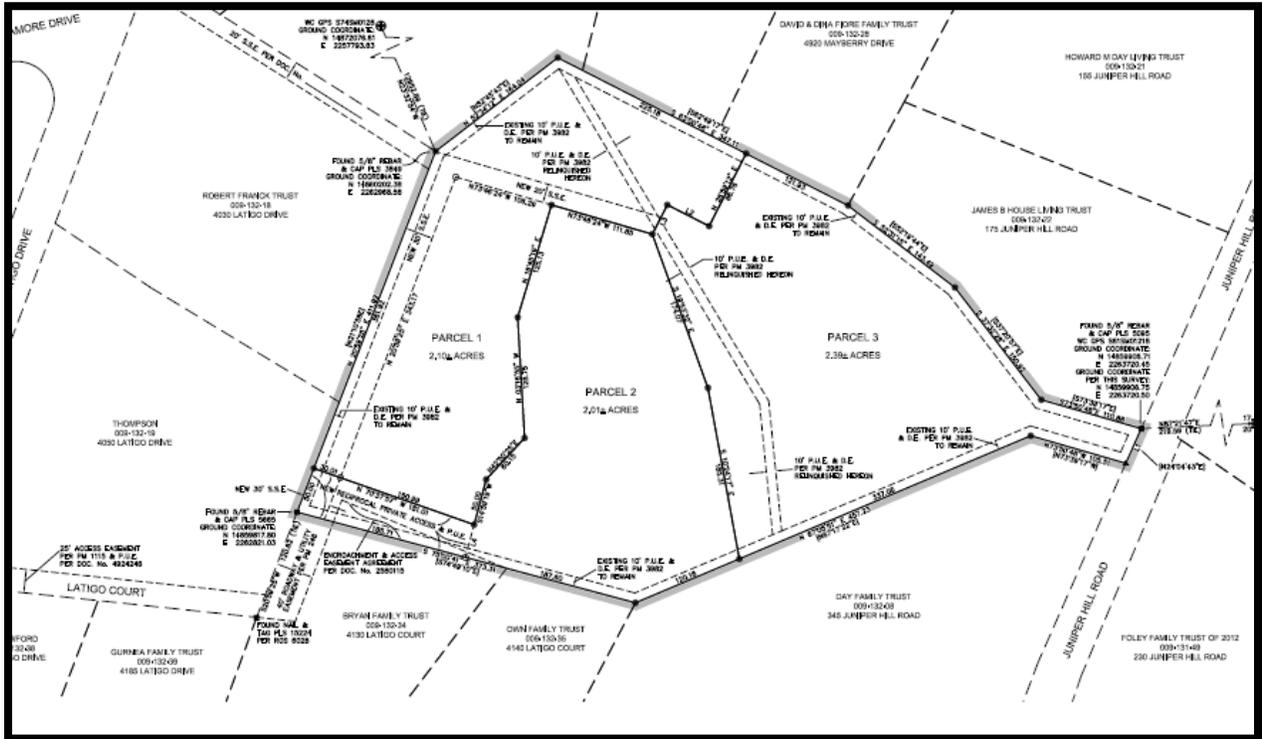
The purpose of a parcel map is to allow for the creation of subdivisions, merger and re-subdivision of existing lots, and common-interest communities consisting of four or fewer parcels pursuant to Washoe County Code Chapter 110, Article 606, *Parcel Maps*. A tentative parcel map must be submitted to 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 WTPM19-0012 are 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 High Density Rural (HDR). The proposed parcel map conforms to lot size and width requirements.



**Site Plan**

**Tentative Parcel Map Evaluation**

- Regulatory Zone: High Density Rural (HDR)
- Maximum Lot Potential: 3 lots
- Number of Lots on Parcel Map: 3 lots
- Minimum Lot Size Required: 2 acres
- Minimum Lot Size on Parcel Map: 2 acres
- Minimum Lot Width Required: 150 feet
- Minimum Lot Width on Parcel Map: 150 feet

The tentative parcel map meets all minimum requirements for the High Density Rural (HDR) regulatory zone.

Development Suitability Constraints: The Southwest Development Suitability Map, a part of the Southwest Area Plan, identifies the subject parcel as unconstrained.

Hydrographic Basin: The subject parcel is within the Truckee Meadows Hydrographic Basin.

The subject parcel is located within the Truckee Meadows Service Area (TMSA) boundary.

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

### **Southwest Area Plan Modifiers**

There are no modifiers within Article 214 (Area Plan Regulations – Southwest Area) of the Washoe County Code Chapter 110 (Development Code) that effect the evaluation of this proposed parcel map.

### **Development Information**

The applicant is requesting a merger and re-subdivision to create three parcels from two existing parcels. There is an existing residence on parcel 009-132-44 and the other parcel 009-132-45 is vacant. Both parcels have the same master planned designation of Residential Rural (RR) and the regulatory zone is High Density Rural (HDR). The minimum lot size requirement for HDR is 2 acres and setback standards are 30 feet for the front yard, 30 feet for the rear yard, and 15 feet for the side yards. There is sufficient area on the parcels to meet these requirements and for the parcel with the residence to meet the requirements.

The access for the parcel with the residence will remain off Juniper Hill Road, while the other two parcels will access by a proposed easement connecting to Latigo Court. The parcel where the residence is located has municipal water and septic and the other two proposed parcels will be connection to municipal water and sewer from Latigo Court.

### **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
- Water Rights Coordinator Manager
- Washoe County Health District
  - Environmental Health Services Division
- Truckee Meadows Fire Protection District
- Washoe County Sheriff
- Regional Transportation Commission (RTC)

Three out of the 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 approved.

- **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: Julee Olander, 775-328-3627, jolander@washoecounty.us**
- **Washoe County Engineering and Capital Projects Division** provided comments related to the technical map requirements, roadway improvements, and access.  
**Contact: Wayne Handrock, 775.328.2318, whandrock@washoecounty.us**
- **Washoe County Water Management Planner Coordinator** provided comments related water service.  
**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.
  - a) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision.  
*Staff Comment:* Recommended conditions of approval are provided for water rights dedication requirements.
  - b) The availability and accessibility of utilities.  
*Staff Comment:* The existing and proposed lots will be served by extension of the existing, adjacent, infrastructure to serve the newly created parcel.
  - c) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks.  
*Staff Comment:* The application was reviewed by the appropriate agencies and no recommendation for denial was received.
  - d) Conformity with the zoning ordinances and master plan.  
*Staff Comment:* The proposed division of land is in conformity with the existing high density rural regulatory zone and the applicable provisions of the Washoe County Development Code and Master Plan.
  - e) 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.
  - f) 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.
  - g) Physical characteristics of the land such as floodplain, slope and soil.  
*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.
  - h) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive.

*Staff Comment:* All recommended conditions of approval have been included with the staff report. These sections of Nevada Revised Statutes deal with technical review of the map, review appropriate agencies for health considerations and utility considerations.

- i) 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 application was reviewed by the appropriate agencies and no recommendation for denial was received.

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

*Staff Comment:* The application was reviewed by the appropriate agencies and no recommendation for denial was received. All appropriate easements shall be provided prior to approval of the final map.

- k) Recreation and trail easements.

*Staff Comment:* The application was reviewed by the appropriate agencies and no recommendation for denial was received.

### **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 WTPM19-0012 is being recommended for approval with conditions. Staff offers the following motion for the Parcel Map Review Committee's consideration.

### **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 WTPM19-0012 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:

- 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/Owner: Arnie C & Traci B Pitts  
235 Juniper Hill Road  
Reno, NV 89519

Representatives: Summit Engineering  
Ryan Cook  
email: ryan@summitnv.com



# Conditions of Approval

Tentative Parcel Map Case Number WTPM19-0012

The tentative parcel map approved under Parcel Map Case Number WTPM19-0012 shall be carried out in accordance with the conditions of approval granted by the Washoe County Parcel Map Review Committee on September 12, 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.

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: Julee Olander, Planner, 775.328.3627, jolander@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. WTPM19-0012 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. The applicant shall provide verification to the Planning and Building Division that all conditions from the Truckee Meadows Fire Protection District have been satisfied.
- 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: Wayne Handrock, PLS, 775.328.2318, [whandrock@washoecounty.us](mailto:whandrock@washoecounty.us)**

- a. Comply with the conditions of the Washoe County technical check for this map.
- b. Complete the Surveyor's Certificate.
- c. Add the following note to the map: The Owner, buyers, assigns, or any interest holder of any lots or parcels shown hereon, hereby agree that all existing irrigation flows crossing these parcels shall be perpetuated. Any legal rights to water from these ditches shall be honored and the right of access for maintenance and operation will not be denied to valid holders of those rights.
- d. Add the following note to the map: A surface drainage easement is hereby granted across all parcels created by this map.
- e. All boundary corners must be set.
- f. Add the following note to the map: Natural drainage will not be impeded.
- g. Prior to the recordation of the final map, access roadway improvements from Latigo Ct north to Parcel 1 shall be constructed. Engineered design drawings meeting the requirements of Washoe County Development Code shall be submitted to Washoe County for Grading Permit review and approval prior to construction. The roadway shall be designed to support emergency vehicle travel with a 20-foot wide minimum travel way, 6-inch thick minimum aggregate base and associated roadway drainage improvements.
- h. Add the following note to the map; "All properties, regardless if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."
- i. Add the following note to the map: "All parcels created by this map are required to mitigate the increased stormwater volume and peak flow discharged to Last Chance Ditch. Stormwater mitigation shall be provided for the 100-year, 24 hour storm event with the submittal for a residential building permit."
- j. A signature block for Washoe County Community Services Department shall be added to the Utility Companies Certificate of the final map.

### **Washoe County Planning and Building Division - Water Planning**

3. The following conditions are requirements of the Planning and Building Division, Water Management Planner Coordinator, which shall be responsible for determining compliance with these conditions.

**Contact: Vahid Behmaram, 775.945.4647, [vbehmaram@washoecounty.us](mailto:vbehmaram@washoecounty.us)**

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

\*\*\* End of Conditions \*\*\*



# WASHOE COUNTY

## COMMUNITY SERVICES DEPARTMENT

### Engineering and Capital Projects

1001 EAST 9<sup>TH</sup> STREET  
RENO, NEVADA 89512  
PHONE (775) 328-3600  
FAX (775) 328.3699

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#### INTEROFFICE MEMORANDUM

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#### PARCEL MAP REVIEW

DATE: August 14, 2019

TO: Julee Olander, Planner - Department of Community Services

FROM: Wayne Handrock, PLS, Engineering and Capital Projects Division

**SUBJECT: *Parcel Map for: Pitts Family Trust***  
***Parcel Map Case No.: WTPM19-0012***  
***APN:009-132-44 & 45***  
***Review Date: July 31, 2019***

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The Engineering and Capital Projects Division has reviewed the subject parcel map and the following conditions must be successfully completed prior to final approval of this application by the Division.

1. Comply with the conditions of the Washoe County technical check for this map.
2. Complete the Surveyor's Certificate.
3. Add the following note to the map: The Owner, buyers, assigns, or any interest holder of any lots or parcels shown hereon, hereby agree that all existing irrigation flows crossing these parcels shall be perpetuated. Any legal rights to water from these ditches shall be honored and the right of access for maintenance and operation will not be denied to valid holders of those rights.
4. Add the following note to the map: A surface drainage easement is hereby granted across all parcels created by this map.
5. All boundary corners must be set.
6. Add the following note to the map: Natural drainage will not be impeded.
7. Prior to the recordation of the final map, access roadway improvements from Latigo Ct north to Parcel 1 shall be constructed. Engineered design drawings meeting the requirements of Washoe County Development Code shall be submitted to Washoe County for Grading Permit review and approval prior to construction. The roadway shall be



INTEGRITY



EFFECTIVE  
COMMUNICATION



QUALITY  
PUBLIC SERVICE

Memo to: Julee Olander, Planner  
Subject: Parcel Map Case No.: WTPM19-0012  
Date: August 14, 2019  
Page: 2

designed to support emergency vehicle travel with a 20-foot wide minimum travel way, 6-inch thick minimum aggregate base and associated roadway drainage improvements.

8. Add the following note to the map; "All properties, regardless if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."
9. Add the following note to the map: "All parcels created by this map are required to mitigate the increased stormwater volume and peak flow discharged to Last Chance Ditch. Stormwater mitigation shall be provided for the 100-year, 24 hour storm event with the submittal for a residential building permit."
10. A signature block for Washoe County Community Services Department shall be added to the Utility Companies Certificate of the final map.

**From:** [Coon, Don](#)  
**To:** [Olander, Julee](#)  
**Cc:** [Coon, Don](#)  
**Subject:** WtpmP19-00121  
**Date:** Wednesday, July 17, 2019 3:25:07 PM

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TMFPD has no comments for this lot line adjustment.

Don Coon, MCP  
Fire Prevention Specialist II  
Truckee Meadows Fire Protection District  
1001 E. 9<sup>th</sup> St. Bldg. D  
Reno, NV. 89512  
775-326-6077 off.  
775-360-8397 cell  
[dcoon@tmfpd.us](mailto:dcoon@tmfpd.us)



**From:** [Gil, Donald](#)  
**To:** [Olander, Julee](#)  
**Subject:** FW: July AR Memo  
**Date:** Thursday, July 18, 2019 8:33:29 AM  
**Attachments:** [July AR Memo.pdf](#)  
[image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

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Julee,

The Washoe County Sheriff's Office Patrol Division has no issues with this project.

Thank you,

Don

## Don Gil

### Captain – Patrol Division

911 Parr Blvd. Reno, NV 89512

Desk: 775-328-3354

Email: [dgil@washoecounty.us](mailto:dgil@washoecounty.us)

Web: [www.WashoeSheriff.com](http://www.WashoeSheriff.com)

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**From:** Fagan, Donna  
**Sent:** Wednesday, July 17, 2019 12:00 PM  
**To:** Gil, Donald <[DGil@washoecounty.us](mailto:DGil@washoecounty.us)>  
**Subject:** July AR Memo

Captain Gil,

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

You've been asked to review the item. 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](mailto:dfagan@washoecounty.us) | Office: 775.328.3616

1001 E. 9<sup>th</sup> 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

July 17, 2019

TO: Julee Olander, Planner, CSD, Planning & Development Division  
FROM: Vahid Behmaram, Water Management Planner Coordinator, CSD  
SUBJECT: Tentative Parcel Map Case Number WTPM19-0012 (Pitts)

**Project description:**

The application is to approve a merger and re-parcel of two parcels into three parcels on Juniper Hill Road.

Location: 235 Juniper Hill Rd., Assessor's Parcel Numbers: 009-132-44 & 009-132-45.

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

*Comments:*

- 1) This application indicates the project is or will annex to and receive water service from The Truckee Meadows Water Authority (TMWA).

*Conditions:*

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

**Pitts Family Trust dated December 16, 2002**  
Application to Washoe County for a:  
**Tentative Parcel Map**

**Prepared by:**



Ryan Cook, PLS, WRS, CFedS

VP & Surveying Department Manager

Summit Engineering Corp.

5405 Mae Anne Avenue

(775)747-8550

Fax 747-8559

[www.summitnv.com](http://www.summitnv.com)

**Prepared for:**

Arnold & Traci Pitts

235 Juniper Hill Road

Reno, NV 89519

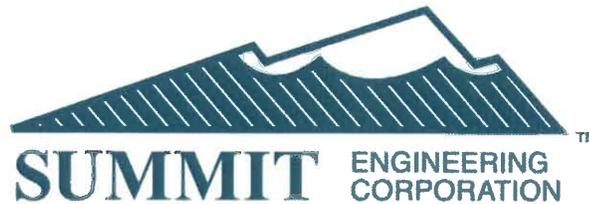
775-825-3400

**July 15, 2019**

ITEM 1

FEES

TENTATIVE PARCEL MAP FOR  
ARNOLD C. PITTS & TRACI BICE PITTS



5405 Mae Anne Ave  
Reno, Nv 89523  
(775) 747-8550  
[www.summitnv.com](http://www.summitnv.com)

ITEM 2  
DEVELOPMENT APPLICATION

TENTATIVE PARCEL MAP FOR  
ARNOLD C. PITTS & TRACI BICE PITTS



5405 Mae Anne Ave  
Reno, Nv 89523  
(775) 747-8550  
[www.summitnv.com](http://www.summitnv.com)

## Tentative Parcel Map

Washoe County Code (WCC) Chapter 110, Article 606, Tentative Parcel Map, prescribes the requirements for and waiver of, parcel maps. A parcel map shall be required for all subdivisions, merger, and re-subdivision of existing lots, and common-interest communities consisting of four (4) or fewer units. The Parcel Map Review Committee shall approve, conditionally approve, or deny the tentative parcel map within sixty (60) days of the date that the application is determined to be complete. See WCC 110.606, for further information.

### Development Application Submittal Requirements

**This sheet must accompany the original application and be signed by the Professional Land Surveyor.**

1. **Fees:** See Master Fee Schedule. **Bring payment with your application to Community Services Department (CSD). Make check payable to Washoe County.** There may also be a fee due to the Engineering Department for Technical Plan Check.
2. **Development Application:** A completed Washoe County Development Application form.
3. **Owner Affidavit:** The Owner Affidavit must be signed and notarized by all owners of the property subject to the application request.
4. **Proof of Property Tax Payment:** The applicant must provide a written statement from the Washoe County Treasurer's Office indicating all property taxes for the current quarter of the fiscal year on the land have been paid.
5. **Application Materials:** The completed Tentative Parcel Map Application materials.
6. **Title Report:** A preliminary title report, with an effective date of no more than one hundred twenty (120) days of the submittal date, by a title company which provides the following information:
  - Name and address of property owners.
  - Legal description of property.
  - Description of all easements and/or deed restrictions.
  - Description of all liens against property.
  - Any covenants, conditions and restrictions (CC&Rs) that apply.

**Submit Title Report with "Original Packet" only. You may be requested to provide additional copies, but do not include Title Report in other copies of the packet.**

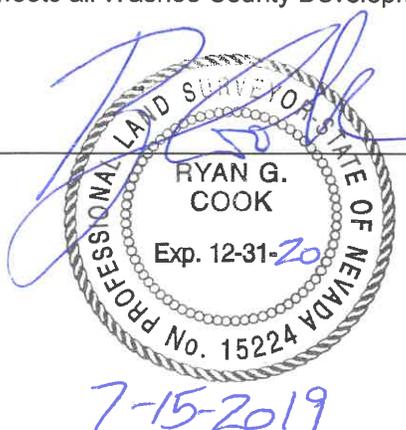
7. **Development Plan Specifications:** (If the requirement is "Not Applicable," please check the box preceding the requirement.)
  - a. Map to be drawn using engineering scales (e.g. scale 1" = 100', 1" = 200', or 1" = 500' unless a prior approval is granted by the County Surveyor) showing all streets and ingress/egress to the property and must meet NRS standards as specified in NRS 278.466.
  - b. Property boundary lines, distances and bearings.
  - c. Contours at five (5) foot intervals or two (2) foot intervals where, in the opinion of the County Engineer, topography is a major factor in the development.
  - d. The cross sections of all right-of-ways, streets, alleys or private access ways within the proposed development, proposed name and approximate grade of each, and approximate radius of all curves and diameter of each cul-de-sac.
  - e. The width and approximate location of all existing or proposed easements, whether public or private, for roads, drainage, sewers, irrigation, or public utility purposes.
  - f. If any portion of the land within the boundary of the development is subject to inundation or storm water overflow, as shown on the adopted Federal Emergency Management Agency's Flood Boundary and Floodway Maps, that fact and the land so affected shall be clearly

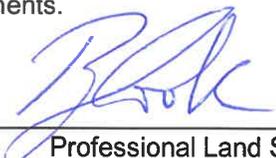
shown on the map by a prominent note on each sheet, as well as width and direction of flow of each water course within the boundaries of the development.

- g. The location and outline to scale of each existing building or structure that is not to be moved in the development.
  - h. Existing roads, trails or rights-of-way within the development shall be designated on the map.
  - i. Vicinity map showing the proposed development in relation to the surrounding area.
  - j. Date, north arrow, scale, and number of each sheet in relation to the total number of sheets.
  - k. Location of snow storage areas sufficient to handle snow removed from public and private streets, if applicable.
  - l. All known areas of potential hazard including, but not limited to, earth slide areas, avalanche areas or otherwise hazardous slopes, shall be clearly designated on the map. Additionally, active fault lines (post-Holocene) shall be delineated on the map.
8. **Street Names:** A completed "Request to Reserve New Street Name(s)" form (included in application packet). Please print all street names on the Tentative Map. Note whether they are existing or proposed.
9. **Packets:** Four (4) packets and flash drive or DVD - any digital documents need to have a resolution of 300 dpi. One (1) packet must be labeled "Original" and contain a signed and notarized Owner Affidavit. Each packet shall include an 8.5" x 11" reduction of any large format sheets included in the application. These materials must be readable. Labeling on these reproductions should be no smaller than 8 point on the 8½ x 11" display. Each packet shall include: one (1) 8.5" x 11" reduction of any applicable site plan, development plan, and/or application map. Large format sheets should be included in a slide pocket(s). Any specialized reports identified above shall be included as attachments or appendices and be annotated as such.

- Notes:
- (i) Application and map submittals must comply with all specific criteria as established in the Washoe County Development Code and/or the Nevada Revised Statutes.
  - (ii) Based on the specific nature of the development request, Washoe County reserves the right to specify additional submittal packets, additional information and/or specialized studies to clarify the potential impacts and potential conditions of development to minimize or mitigate impacts resulting from the project. No application shall be processed until the information necessary to review and evaluate the proposed project is deemed complete by the Director of Planning and Building.
  - (iii) All oversized maps and plans must be folded to a 9" x 12" size.

I hereby certify, to the best of my knowledge, all information contained in this application is correct and meets all Washoe County Development Code requirements.



  
Professional Land Surveyor

## Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

<b>Project Information</b>		Staff Assigned Case No.: _____	
Project Name: Parcel Map for the Pitts Family Trust dated December 16, 2002			
Project Description: Merger and Re-subdivision of Parcels A-1 & A-2 of PM 3982 that results in three different parcels			
Project Address: 235 Juniper Hill Road			
Project Area (acres or square feet): 6.5 Acres			
Project Location (with point of reference to major cross streets <b>AND</b> area locator): <b>1000 feet South of Mayberry Drive and Juniper Hill Road</b>			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
009-132-44	2.39		
009-132-45	4.11		
Indicate any previous Washoe County approvals associated with this application: Case No.(s).			
<b>Applicant Information (attach additional sheets if necessary)</b>			
<b>Property Owner:</b>		<b>Professional Consultant:</b>	
Name: Arnold C. Pitts & Traci Bice Pitts, Co-Trustees		Name: Ryan Cook	
Address: 235 Juniper Hill Road		Address: 5405 Mae Anne Ave.	
Reno, Nevada	Zip: 89519	Reno, Nevada	Zip: 89523
Phone: 775-825-3400	Fax: N/A	Phone: 775-787-4316	Fax: 747-8559
Email: N/A		Email: ryan@summitnv.com	
Cell: N/A	Other:	Cell: 775-223-7432	Other:
Contact Person:		Contact Person: Ryan Cook	
<b>Applicant/Developer:</b>		<b>Other Persons to be Contacted:</b>	
Name: Arnold C. Pitts & Traci Bice Pitts, Co-Trustees		Name: Tom Fennell	
Address: 235 Juniper Hill Road		Address: 333 Holcomb Ave., Ste. 300	
Reno, Nevada	Zip: 89519	Reno, Nevada	Zip: 89502
Phone: 775-825-3400	Fax: N/A	Phone: 775-850-3117	Fax:
Email: N/A		Email: tfennell@dicksoncg.com	
Cell: N/A	Other:	Cell: 775-250-6600	Other:
Contact Person:		Contact Person: Tom Fennell	
<b>For Office Use Only</b>			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

ITEM 3  
OWNER AFFIDAVIT

TENTATIVE PARCEL MAP FOR  
ARNOLD C. PITTS & TRACI BICE PITTS



5405 Mae Anne Ave  
Reno, Nv 89523  
(775) 747-8550  
[www.summitnv.com](http://www.summitnv.com)



**Property Owner Affidavit**

**Applicant Name:** Arnold C. Pitts, Co-Trustee PITTS  
FAMILY TRUST dated December 10, 2002

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA )  
COUNTY OF WASHOE )

I, Arnie Pitts / Arnold Pitts  
(please print name)

being duly sworn, depose and say that I am the owner\* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

**(A separate Affidavit must be provided by each property owner named in the title report.)**

Assessor Parcel Number(s): 009-132-44 & 009-132-45

Printed Name Arnie Pitts / Arnold Pitts

Signed [Signature]

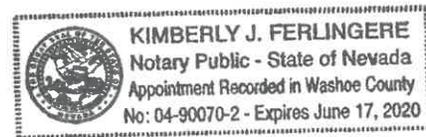
Address 235 Juniper Hill Rd  
Reno, NV

Subscribed and sworn to before me this 10<sup>th</sup> day of July, 2019.

[Signature]  
Notary Public in and for said county and state

My commission expires: 6/17/2020

(Notary Stamp)

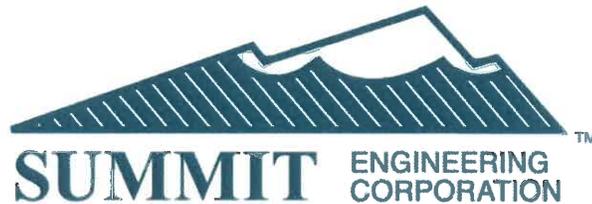


\*Owner refers to the following: (Please mark appropriate box.)

- Owner
- Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- Power of Attorney (Provide copy of Power of Attorney.)
- Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- Property Agent (Provide copy of record document indicating authority to sign.)
- Letter from Government Agency with Stewardship

ITEM 4  
PROOF OF PROPERTY TAX PAYMENT

TENTATIVE PARCEL MAP FOR  
ARNOLD C. PITTS & TRACI BICE PITTS



5405 Mae Anne Ave  
Reno, Nv 89523  
(775) 747-8550  
[www.summitnv.com](http://www.summitnv.com)

Bill Detail

[Back to Account Detail](#)

[Change of Address](#)

[Print this Page](#)

**Washoe County Parcel Information**

Parcel ID	Status	Last Update
00913244	Active	7/11/2019 2:07:36 AM
<b>Current Owner:</b> PITTS, ARNIE C & TRACI B 235 JUNIPER HILL RD RENO, NV 89519		<b>SITUS:</b> 235 JUNIPER HILL RD WCTY NV
<b>Taxing District</b> 4000	<b>Geo CD:</b>	
Legal Description		
Township 19 Section 17 Lot A-1 Block Range 19 SubdivisionName _UNSPECIFIED		

**Installments**

Period	Due Date	Tax Year	Tax	Penalty/Fee	Interest	Total Due
INST 1	8/19/2019	2019	\$2,377.75	\$0.00	\$0.00	\$2,377.75
INST 2	10/7/2019	2019	\$2,329.90	\$0.00	\$0.00	\$2,329.90
INST 3	1/6/2020	2019	\$2,329.90	\$0.00	\$0.00	\$2,329.90
INST 4	3/2/2020	2019	\$2,329.89	\$0.00	\$0.00	\$2,329.89
<b>Total Due:</b>			<b>\$9,367.44</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$9,367.44</b>

**Tax Detail**

	Gross Tax	Credit	Net Tax
<u>Remediation</u>	\$47.83	\$0.00	\$47.83
<u>State of Nevada</u>	\$528.60	(\$39.64)	\$488.96
<u>Truckee Meadows Fire Dist</u>	\$1,679.09	(\$125.92)	\$1,553.17
<u>Washoe County</u>	\$4,327.38	(\$324.52)	\$4,002.86
<u>Washoe County Sc</u>	\$3,540.08	(\$265.48)	\$3,274.60
<u>TRUCKEE MDWS/SUN VALLEY WATER BASIN</u>	\$0.02	\$0.00	\$0.02
<b>Total Tax</b>	<b>\$10,123.00</b>	<b>(\$755.56)</b>	<b>\$9,367.44</b>

**Payment History**

No Payment Records Found

**Pay By Check**

Please make checks payable to:  
**WASHOE COUNTY TREASURER**

**Mailing Address:**  
P.O. Box 30039  
Reno, NV 89520-3039

**Overnight Address:**  
1001 E. Ninth St., Ste D140  
Reno, NV 89512-2845

**Change of Address**

All requests for a mailing address change must be submitted in writing, including a signature (unless using the online form).

To submit your address change online [click here](#)

Address change requests may also be faxed to: (775) 328-3642

Address change requests may also be mailed to:  
Washoe County Assessor  
1001 E 9th Street  
Reno, NV 89512-2845

Bill Detail

[Back to Account Detail](#)

[Change of Address](#)

[Print this Page](#)

**Washoe County Parcel Information**

Parcel ID	Status	Last Update
00913245	Active	7/11/2019 2:07:36 AM
<b>Current Owner:</b> PITTS FAMILY TRUST 235 JUNIPER HILL RD RENO, NV 89519		<b>SITUS:</b> 0 JUNIPER HILL RD WCTY NV
<b>Taxing District</b> 4000	<b>Geo CD:</b>	
Legal Description		
Section 17,20 Lot A-2 Block Township 19 Range 19 SubdivisionName _UNSPECIFIED		

**Installments**

Period	Due Date	Tax Year	Tax	Penalty/Fee	Interest	Total Due
INST 1	8/19/2019	2019	\$804.35	\$0.00	\$0.00	\$804.35
INST 2	10/7/2019	2019	\$804.33	\$0.00	\$0.00	\$804.33
INST 3	1/6/2020	2019	\$804.33	\$0.00	\$0.00	\$804.33
INST 4	3/2/2020	2019	\$804.32	\$0.00	\$0.00	\$804.32
<b>Total Due:</b>			<b>\$3,217.33</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,217.33</b>

**Tax Detail**

	Gross Tax	Credit	Net Tax
State of Nevada	\$386.75	(\$217.95)	\$168.80
Truckee Meadows Fire Dist	\$1,228.50	(\$692.32)	\$536.18
Washoe County	\$3,166.14	(\$1,784.25)	\$1,381.89
Washoe County Sc	\$2,590.09	(\$1,459.65)	\$1,130.44
TRUCKEE MDWS/SUN VALLEY WATER BASIN	\$0.02	\$0.00	\$0.02
<b>Total Tax</b>	<b>\$7,371.50</b>	<b>(\$4,154.17)</b>	<b>\$3,217.33</b>

**Payment History**

No Payment Records Found

**Pay By Check**

Please make checks payable to:  
**WASHOE COUNTY TREASURER**

**Mailing Address:**  
P.O. Box 30039  
Reno, NV 89520-3039

**Overnight Address:**  
1001 E. Ninth St., Ste D140  
Reno, NV 89512-2845

**Change of Address**

All requests for a mailing address change must be submitted in writing, including a signature (unless using the online form).

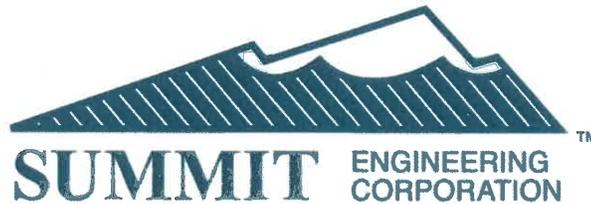
To submit your address change online [click here](#)

Address change requests may also be faxed to:  
(775) 328-3642

Address change requests may also be mailed to:  
Washoe County Assessor  
1001 E 9th Street  
Reno, NV 89512-2845

ITEM 5  
APPLICATION MATERIALS

TENTATIVE PARCEL MAP FOR  
ARNOLD C. PITTS & TRACI BICE PITTS



**5405 Mae Anne Ave  
Reno, Nv 89523  
(775) 747-8550  
[www.summitnv.com](http://www.summitnv.com)**

## Tentative Parcel Map Application Supplemental Information

(All required information may be separately attached)

1. What is the location (address or distance and direction from nearest intersection)?

1000 feet South of Mayberry Drive and Juniper Hill Road

- a. Please list the following:

APN of Parcel	Land Use Designation	Existing Acres
009-132-44	200 Single Family Residence	2.39
009-132-45	120 Vacant	4.11

2. Please describe the existing conditions, structures, and uses located at the site:

Single Family Residence & Vacant

3. What are the proposed lot standards?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Minimum Lot Area	150'	200'	300'	
Proposed Minimum Lot Width	2.10	2.01	2.39	

4. For parcel with split zoning what is the acreage/square footage of each zoning in the new parcels?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Zoning Area	N/A	N/A	N/A	
Proposed Zoning Area				

5. Was the parcel or lot that is proposed for division created (recorded) within the last 5 years? (If yes, public review of the parcel map will be required. See Planning and Building staff for additional materials that are required to be submitted.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

6. Utilities:

a. Sewer Service	Proposed Washoe County Sewer for Parcels 1 & 2 and existing septic for Parcel 3
b. Electrical Service/Generator	NV Energy
c. Water Service	TMWA

7. Please describe the source of the water facilities necessary to serve the proposed tentative parcel map:

- a. Water System Type:

<input type="checkbox"/> Individual wells		
<input type="checkbox"/> Private water	Provider:	
<input checked="" type="checkbox"/> Public water	Provider:	TMWA

b. Available:

<input checked="" type="checkbox"/> Now	<input type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
---	------------------------------------	------------------------------------	-----------------------------------

c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

8. What sewer services are necessary to accommodate the proposed tentative parcel map?

a. Sewage System Type:

<input checked="" type="checkbox"/> Individual septic	Existing for Parcel 3		
<input checked="" type="checkbox"/> Public system	Provider:	Proposed Washoe County Sewer for Parcels 1 & 2	

b. Available:

<input checked="" type="checkbox"/> Now	<input type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
---	------------------------------------	------------------------------------	-----------------------------------

c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

9. For most uses, the Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County when creating new parcels. Please indicate the type and quantity of water rights you have available should dedication be required:

a. Permit #	N/A	acre-feet per year	N/A
b. Certificate #	N/A	acre-feet per year	N/A
c. Surface Claim #	N/A	acre-feet per year	N/A
d. Other, #	N/A	acre-feet per year	N/A

a. Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):

N/A
-----

10. Does the property contain wetlands? (If yes, please attach a preliminary delineation map and describe the impact the proposal will have on the wetlands. Impacts to the wetlands may require a permit issued from the U.S. Army Corps of Engineers.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

11. Does property contain slopes or hillsides in excess of 15 percent and/or significant ridgelines? (If yes, and this is the second parcel map dividing this property, Article 424, Hillside Development of the Washoe County Development Code will apply.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

12. Does property contain geologic hazards such as active faults; hillside or mountainous areas; is it subject to avalanches, landslides, or flash floods; is it near a water body, stream, Significant Hydrologic Resource as defined in Article 418, or riparian area such as the Truckee River, and/or an area of groundwater recharge

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

13. Does the tentative parcel map involve common open space as defined in Article 408 of the Washoe County Development Code? (If so, please identify all proposed non-residential uses and all the open space parcels.)?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

14. If private roads are proposed, will the community be gated? If so, is a public trail system easement provided through the subdivision?

No
----

15. Are there any applicable policies of the adopted area plan in which the project is located that require compliance? If so, which policies and how does the project comply.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

16. Are there any applicable area plan modifiers in the Development Code in which the project is located that require compliance? If so, which modifiers and how does the project comply?

No
----

17. Is the project subject to Article 418, Significant Hydrologic Resources? If yes, please address Special Review Considerations within Section 110.418.30 in a separate attachment.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

## Grading

**Please complete the following additional questions if the project anticipates grading that involves: (1) Disturbed area exceeding twenty-five thousand (25,000) square feet not covered by streets, buildings and landscaping; (2) More than one thousand (1,000) cubic yards of earth to be imported and placed as fill in a special flood hazard area; (3) More than five thousand (5,000) cubic yards of earth to be imported and placed as fill; (4) More than one thousand (1,000) cubic yards to be excavated, whether or not the earth will be exported from the property; or (5) If a permanent earthen structure will be established over four and one-half (4.5) feet high. If your project exceeds any of the above criteria, you shall either provide a preliminary grading and roadway design plan for review OR if these criteria are exceeded with the final construction drawings and not disclosed at the Tentative Parcel Map Application, you shall be required to apply for a special use permit for grading and you will be delayed up to three months, if approved.**

18. How many cubic yards of material are you proposing to excavate on site?

N/A
-----

19. How many cubic yards of material are you exporting or importing? If exporting of material is anticipated, where will the material be sent? If the disposal site is within unincorporated Washoe County, what measures will be taken for erosion control and revegetation at the site? If none, how are you balancing the work on-site?

N/A

20. Can the disturbed area be seen from off-site? If yes, from which directions, and which properties or roadways? What measures will be taken to mitigate their impacts?

N/A

21. What is the slope (Horizontal/Vertical) of the cut and fill areas proposed to be? What methods will be used to prevent erosion until the revegetation is established?

N/A

22. Are you planning any berms and, if so, how tall is the berm at its highest? How will it be stabilized and/or revegetated?

N/A

23. Are retaining walls going to be required? If so, how high will the walls be, will there be multiple walls with intervening terracing, and what is the wall construction (i.e. rockery, concrete, timber, manufactured block)? How will the visual impacts be mitigated?

N/A

24. Will the grading proposed require removal of any trees? If so, what species, how many, and of what size?

N/A

25. What type of revegetation seed mix are you planning to use and how many pounds per acre do you intend to broadcast? Will you use mulch and, if so, what type?

N/A

26. How are you providing temporary irrigation to the disturbed area?

N/A

27. Have you reviewed the revegetation plan with the Washoe Storey Conservation District? If yes, have you incorporated their suggestions?

N/A

28. Surveyor:

Name	Ryan Cook
Address	5405 Mae Anne Ave, Reno NV 89523
Phone	775-747-4316
Cell	775-223-7432
E-mail	ryan@summitnv.com
Fax	775-747-8559
Nevada PLS #	15524

ITEM 6  
TITLE REPORT

TENTATIVE PARCEL MAP FOR  
ARNOLD C. PITTS & TRACI BICE PITTS



5405 Mae Anne Ave  
Reno, Nv 89523  
(775) 747-8550  
[www.summitnv.com](http://www.summitnv.com)

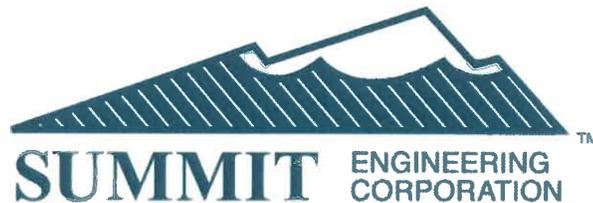


ITEM 7

24"X36" NON-COLOR DISPLAY MAP

*ATTACHED AS LAST PAGE OF PACKET*

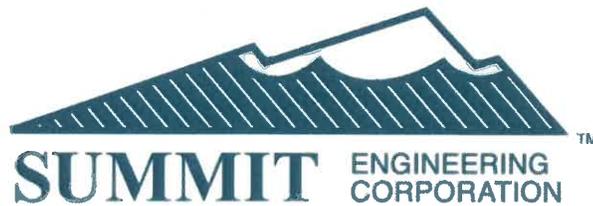
TENTATIVE PARCEL MAP FOR  
ARNOLD C. PITTS & TRACI BICE PITTS



5405 Mae Anne Ave  
Reno, Nv 89523  
(775) 747-8550  
[www.summitnv.com](http://www.summitnv.com)

ITEM 8  
SUPPORTING MATERIALS

TENTATIVE PARCEL MAP FOR  
ARNOLD C. PITTS & TRACI BICE PITTS



**5405 Mae Anne Ave  
Reno, Nv 89523  
(775) 747-8550  
[www.summitnv.com](http://www.summitnv.com)**





APN: 009-132-18

4030 Latigo Drive

When recorded, return to:  
Washoe County Engineering  
PO Box 11130  
Reno, Nevada 89520

## GRANT OF EASEMENT

THIS GRANT OF EASEMENT made and entered into this 17 day of MAY, 2019 by and between ROBERT D. FRANCK, TRUSTEE OF THE ROBERT FRANCK TRUST DATED MAY 6, 1998, Party of the First Part, hereinafter referred to as "GRANTOR", and the COUNTY OF WASHOE, a political subdivision of the State of Nevada, Party of the Second Part, hereinafter referred to as "GRANTEE".

### WITNESSETH:

For and in consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, Grantor hereby grants to Grantee a permanent easement and right-of-way for sanitary sewer and effluent water facilities upon, over, across and through the land herein described, together with the perpetual right to enter upon said land to construct, reconstruct, maintain and repair said sanitary sewer and effluent water facilities and the further right to remove trees, bushes, undergrowth and other obstructions interfering with the location, construction and maintenance of said public utilities, traffic control signage, sidewalk and plowed snow storage facilities.

The easement and right-of-way hereby granted is situate in the County of Washoe, State of Nevada, more particularly described in Exhibit "A" and as shown in Exhibit "B", both attached hereon.

TO HAVE AND TO HOLD, said easement and right-of-way unto the Grantee and unto its successors and assigns forever.

This is a non-exclusive Grant of Easement and to the extent that other uses do not interfere with the use of said easement by Grantee as permitted herein, Grantor, its successors and assigns, shall be permitted to use the same for any purpose they may desire.

The covenants and agreements herein contained shall inure to the benefit of and shall be binding upon the executors, administrators, heirs, successors and assigns of the parties and shall be, and are, covenants running with the land binding upon said property of Grantor and for the benefit of Grantee.

IN WITNESS WHEREOF, the Grantor hereto has executed this Grant of Easement the day and year first above written.

ROBERT D. FRANCK,  
TRUSTEE OF THE ROBERT FRANCK TRUST DATED MAY 6, 1998

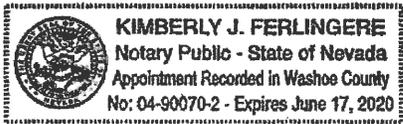
*Robert Franck*

By: ROBERT D. FRANCK

Title: TRUSTEE OF THE ROBERT FRANCK TRUST DATED MAY 6, 1998

STATE OF NEVADA        )  
  ) SS  
COUNTY OF WASHOE    )

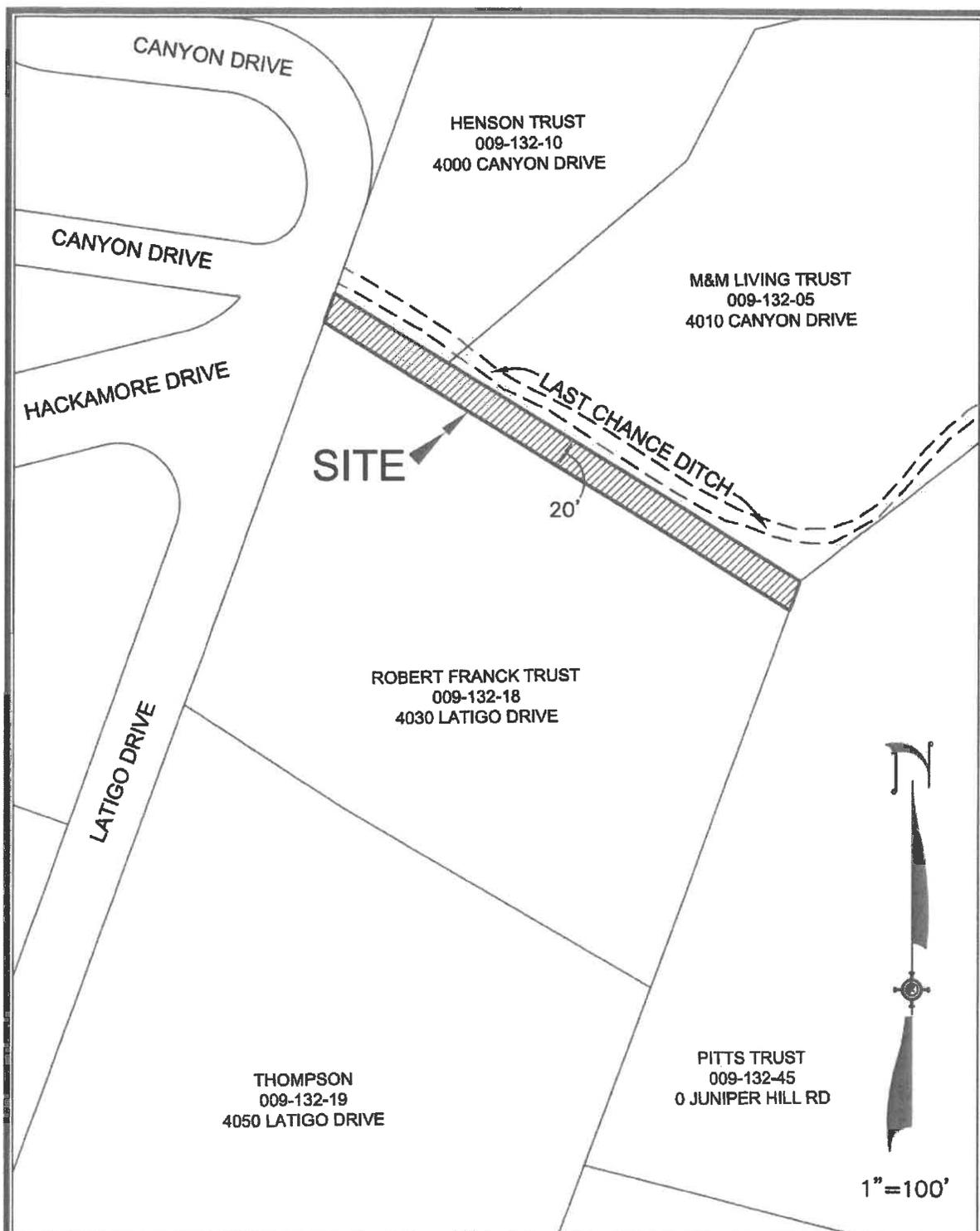
This instrument was acknowledged before me on 5/17/19  
by ROBERT D. FRANCK, TRUSTEE OF THE ROBERT FRANCK TRUST DATED MAY 6, 1998.



*Kimberly J. Ferlingere*  
NOTARY PUBLIC

Accepted for the County of Washoe,  
by and through the Division Director of Community  
Services

By: \_\_\_\_\_  
Dwayne Smith, P.E.,  
Director of Community Services Department



**EXHIBIT "B"**  
**DISPLAY TO ACCOMPANY**  
**LEGAL DESCRIPTION**

SCALE 1" = 100'  
 SEWER EASEMENT  
 POR. APN 009-132-18



SHEET  
 1  
 OF  
 1

\\DWGS\J30865\_LatigoPM\SewerFranck\FranckSS.DWG ~ 3:22 PM • 16-MAY-2019

**EXHIBIT "A"**  
**LEGAL DESCRIPTION**  
**20' SANITARY SEWER EASEMENT**  
**PORTION OF APN 009-132-18**

An easement, twenty feet in width, located within a portion of Parcel 1 of Parcel Map No. 1115 for Harvey G. & Gertrude Mealman, according to the map thereof, filed in the office of the County Recorder of Washoe County, State of Nevada, on June 11, 1980, as File No. 677278, Official Records, situate within the Southwest Quarter of Section 17, Township 19 North, Range 19 East, MDM, being more particularly described as follows:

Beginning at the Northwesterly corner of said Parcel 1, also being a point on the easterly right-of-way of Latigo Drive;  
thence departing said easterly right-of-way and along the Northeasterly boundary of said Parcel 1 South 58°21'30" East a distance of 359.41 feet to the Northeasterly corner of said Parcel 1;  
thence departing said Northeasterly boundary and along the Southeasterly boundary of said Parcel 1 South 20°13'00" West a distance of 20.40 feet;  
thence departing said Southeasterly boundary North 58°21'30" West a distance of 359.30 feet to a point on the easterly right-of-way of Latigo Drive;  
thence along said easterly right-of-way North 19°55'00" East a distance of 20.43 feet to the Point of Beginning.

Said parcel contains an area of approximately 7,187 square feet

**BASIS OF BEARINGS:** Said Parcel Map No. 1115.

Descriptions Prepared By:  
Ryan G. Cook, PLS 15224  
Summit Engineering Corporation  
5405 Mae Anne Ave.  
Reno, NV 89523  
775-747-8550



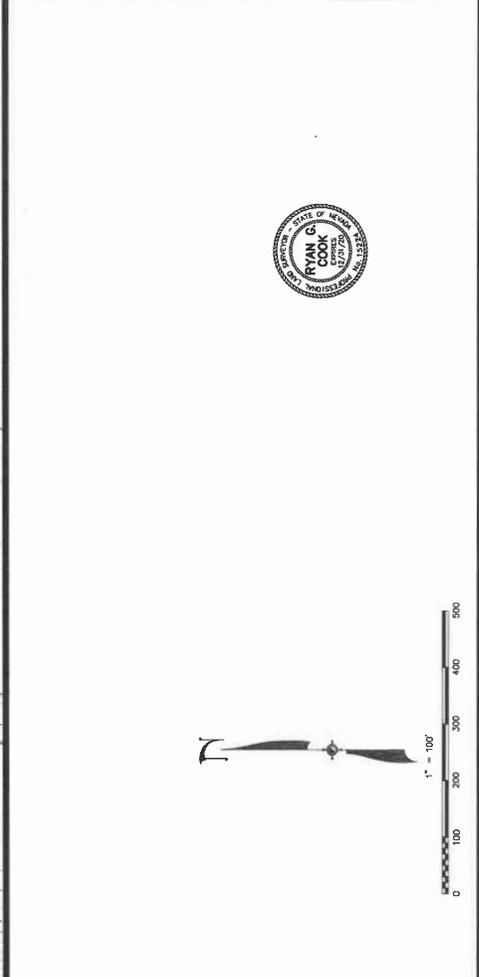
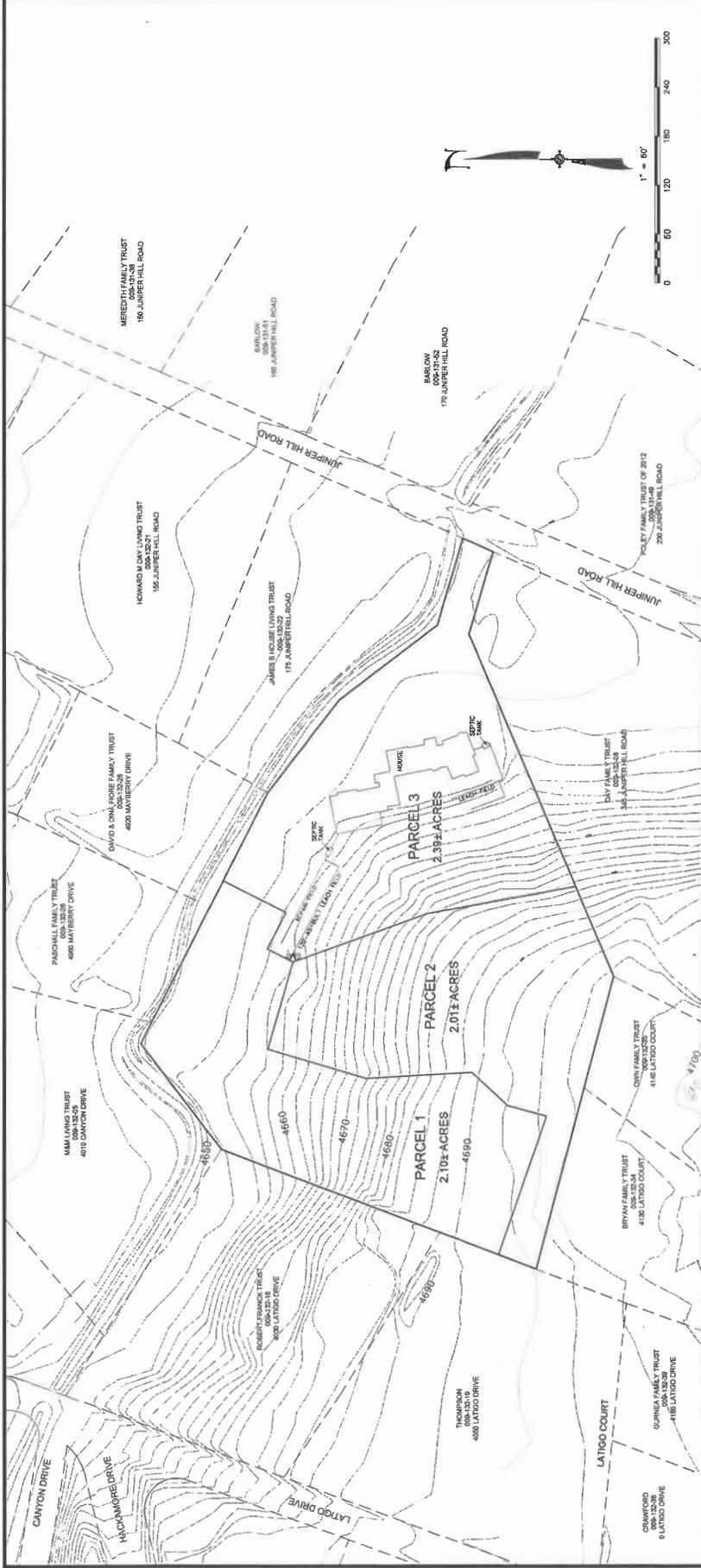
5-16-2019

N:\DWGS\J30865\_LatigoPM\SewerFranck\FranckSS\_ExhibitA.docx

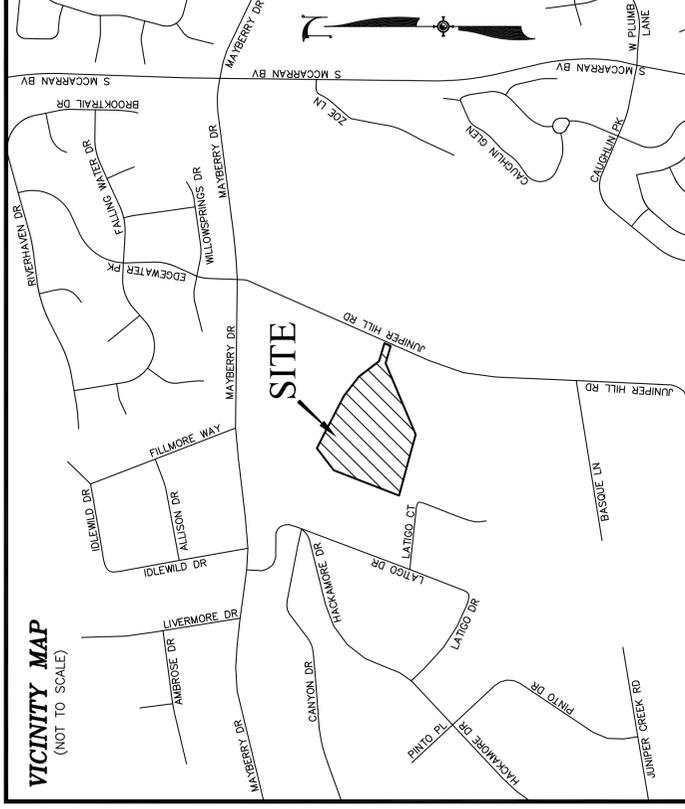
**WTPM19-0012**  
**EXHIBIT C**

REV.	DATE	DESCRIPTION	BY	APP'D.
1				
2				

JOB NO: 30965  
 VERT: 2 CI  
 HORIZ: 1'-00" = 100'



# TENTATIVE PARCEL MAP FOR THE PITTS FAMILY TRUST DATED DECEMBER 16, 2002



**SURVEYOR'S CERTIFICATION**  
I, RYAN G. COOK, A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF NEVADA, DO HEREBY CERTIFY:

- 1) THIS PLAT REPRESENTS THE RESULTS OF A SURVEY CONDUCTED UNDER MY SUPERVISION AT THE INSTANCE OF THE PITTS FAMILY TRUST, ESTABLISHED ON DECEMBER 16, 2002.
- 2) THE LAND SURVEYED LIES WITHIN THE SOUTHEAST QUARTER OF SECTION 17 AND THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 19 NORTH, RANGE 19 EAST, M.D.M., WASHOE COUNTY, NEVADA AND THE SURVEY WAS COMPLETED ON \_\_\_\_\_, 2019.
- 3) THIS PLAT COMPLES WITH APPLICABLE STATE STATUTES OF THIS STATE AND ANY LOCAL ORDINANCES IN EFFECT AT THE TIME OF THE SURVEY AND THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH CHAPTER 625 OF THE NEVADA ADMINISTRATIVE CODE.
- 4) THE INSTRUMENTS REFERRED TO IN THIS PLAT ARE OF THE CHARACTER SHOWN, OCCUPY THE POSITIONS INDICATED, AND ARE OF SUFFICIENT NUMBER AND DURABILITY.



RYAN G. COOK NEVADA P.L.S. 15224

## WATER AND SEWER RESOURCE REQUIREMENTS CERTIFICATE

THE PROJECT/DEVELOPMENT DEPICTED ON THIS MAP IS IN CONFORMANCE WITH THE PROVISIONS OF ARTICLE 422 OF THE WASHOE COUNTY DEVELOPMENT CODE (CHAPTER 110).

WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT \_\_\_\_\_ DATE

## DISTRICT BOARD OF HEALTH CERTIFICATE

THIS MAP IS APPROVED BY THE WASHOE COUNTY DISTRICT BOARD OF HEALTH. THIS APPROVAL CONCERNS SEWAGE DISPOSAL, WATER POLLUTION, WATER QUALITY AND WATER SUPPLY FACILITIES. THE DISTRICT BOARD OF HEALTH HAS REVIEWED THE PLAT AND THE UNDERLYING RECORDS OF THE ENVIRONMENTAL HEALTH SERVICES DIVISION OF THE WASHOE COUNTY HEALTH DISTRICT.

FOR THE DISTRICT BOARD OF HEALTH \_\_\_\_\_ DATE

## OWNER'S CERTIFICATE

THIS IS TO CERTIFY THAT THE UNDERSIGNED, ARNOLD C. PITTS AND TRACI BICE PITTS, CO-TRUSTEES PITTS FAMILY TRUST DATED DECEMBER 16, 2002, ARE THE OWNERS OF THE TRACT OF LAND REPRESENTED ON THIS PLAT, AND HAVE CONSENTED TO THE PREPARATION AND RECORDATION OF THIS TENTATIVE PARCEL MAP. THE TRACT OF LAND IS DESCRIBED AS PARCELS 17 AND 18 OF N.R.S. CHAPTER 278. THE PRIVATE RECIPROCAL ACCESS, DRAINAGE, TRAFFIC CONTROL, SIGNAGE, SIDEWALK, PLOWED SNOW STORAGE, AND PUBLIC UTILITY EASEMENTS SHOWN AND NOTED HEREON ARE THE PROPERTY OF THE PITTS FAMILY TRUST. THE TRACT OF LAND IS BEING RELINQUISHED FROM ME TO THE TRACT OF LAND SHOWN ON THIS TENTATIVE PARCEL MAP. THE TRACT OF LAND IS BEING RELINQUISHED FROM ME TO THE DRAINAGE EASEMENT LOCATED ALONG THE ORIGINAL PARCEL LINES OF PARCELS 17 AND 18 OF PARCEL MAP 3982, AND NOTED AS RELINQUISHED HEREON, IS HEREBY RELINQUISHED.

PITTS FAMILY TRUST DATED DECEMBER 16, 2002

ARNOLD C. PITTS, CO-TRUSTEE \_\_\_\_\_ DATE  
TRACI BICE PITTS, CO-TRUSTEE \_\_\_\_\_ DATE

## NOTARY PUBLIC CERTIFICATE

STATE OF NEVADA )  
COUNTY OF WASHOE )  
ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, \_\_\_\_\_, THE UNDERSIGNED, ARNOLD C. PITTS AND TRACI BICE PITTS, CO-TRUSTEES PITTS FAMILY TRUST DATED DECEMBER 16, 2002, AND AFTIX MY OFFICIAL SEAL THE DATE AND YEAR FIRST WRITTEN ABOVE.

NOTARY PUBLIC \_\_\_\_\_

## SECURITY INTEREST HOLDERS CERTIFICATE

THIS IS TO CERTIFY THAT THE UNDERSIGNED, MORTGAGE ELECTRONIC REGISTRATION SYSTEMS, INC., CONSENTS TO THE PREPARATION AND RECORDATION OF THIS PARCEL MAP BY SEPARATE DOCUMENT BEING RECORDED AS DOCUMENT NO. \_\_\_\_\_ OFFICIAL RECORDS OF WASHOE COUNTY, NEVADA (REFERENCE DEED OF TRUST RECORDED JUNE 7, 2013, AS DOCUMENT NO. 42450515).

## TITLE COMPANY CERTIFICATE

THE UNDERSIGNED HEREBY CERTIFIES THAT THIS PLAT HAS BEEN EXAMINED AND THAT ARNOLD C. PITTS AND TRACI BICE PITTS, CO-TRUSTEES PITTS FAMILY TRUST DATED DECEMBER 16, 2002, OWN OF RECORD AN INTEREST IN THE LAND DESCRIBED HEREON AND THAT THE ONLY INSTRUMENTS OF RECORD THAT AFFECT THE LAND HAVE BEEN RECORDED IN THE PUBLIC RECORDS OF WASHOE COUNTY, NEVADA. THE INSTRUMENTS OF RECORD OF RECORD A SECURITY INTEREST IN THE LAND TO BE DIVIDED; AND THAT THERE ARE NO LIENS OF RECORD AGAINST THE COMMON INTEREST COMMUNITY FOR DELINQUENT STATE, MUNICIPAL, FEDERAL OR LOCAL TAXES OR SPECIAL ASSESSMENTS, AND THAT A GUARANTEE

DATED APRIL 16, 2019, FOR THE BENEFIT OF THE COUNTY OF WASHOE, STATE OF NEVADA, HAS BEEN ISSUED WITH REGARD TO ALL OF THE ABOVE.  
FIRST CENTENNIAL TITLE COMPANY OF NEVADA

BY: \_\_\_\_\_ DATE \_\_\_\_\_  
TITLE: \_\_\_\_\_

## PLANNING AND BUILDING CERTIFICATE

THE FINAL PARCEL MAP CASE NO. \_\_\_\_\_ MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS, IS SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP AND ITS CONDITIONS WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE, AND THOSE CONDITIONS HAVE BEEN SATISFIED FOR RECORDECTION OF THIS MAP. ANY 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 \_\_\_\_\_, 2019, BY THE DIRECTOR OF PLANNING AND BUILDING OF WASHOE COUNTY, NEVADA, IN ACCORDANCE WITH THE NEVADA REVISED STATUTES 278-471 THROUGH 246-472S.

MOJIRA HAUENSTEIN \_\_\_\_\_  
DIRECTOR PLANNING AND BUILDING DIVISION

## TAX CERTIFICATE

THE UNDERSIGNED HEREBY CERTIFIES THAT ALL PROPERTY TAXES ON THIS LAND FOR THE FISCAL YEAR \_\_\_\_\_ HAVE BEEN PAID IN FULL AND DEFERRED PAYMENTS FOR THE CONVERSION OF THE PROPERTY FROM AGRICULTURAL USE HAS BEEN PAID PURSUANT TO NRS 361A.265.

APN 009-132-44 AND 009-132-45

WASHOE COUNTY TREASURER \_\_\_\_\_ DATE \_\_\_\_\_  
TITLE: \_\_\_\_\_

## UTILITY COMPANIES CERTIFICATE

THE UTILITY EASEMENTS SHOWN ON THIS PLAT HAVE BEEN CHECKED, ACCEPTED, AND APPROVED BY THE UNDERSIGNED CABLE TV AND PUBLIC UTILITY COMPANIES AND TRUCKEE MEADOWS WATER AUTHORITY, AND DO HEREBY RELINQUISH THE EASEMENTS NOTED, GRANTED PER PARCEL MAP 3982 AND NOTED AS RELINQUISHED HEREON. THE TRACT OF LAND IS BEING RELINQUISHED IN FAVOR OF THOSE EASEMENTS GRANTED, DELINEATED AND APPROVED HEREON.

SIERRA PACIFIC POWER COMPANY DBA NV ENERGY \_\_\_\_\_ DATE  
BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

NEVADA BELL TELEPHONE COMPANY DBA AT&T NEVADA \_\_\_\_\_ DATE  
BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

TRUCKEE MEADOWS WATER AUTHORITY \_\_\_\_\_ DATE  
BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

CHARTER COMMUNICATIONS \_\_\_\_\_ DATE  
BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )  
THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.

BY \_\_\_\_\_ AS \_\_\_\_\_ OF SIERRA PACIFIC POWER COMPANY DBA NV ENERGY, A NEVADA CORPORATION, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, WHO ACKNOWLEDGED THAT THEY EXECUTED THE ABOVE INSTRUMENT.

NOTARY PUBLIC \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )  
THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.

BY \_\_\_\_\_ AS \_\_\_\_\_ OF NEVADA BELL TELEPHONE COMPANY DBA AT&T NEVADA, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, WHO ACKNOWLEDGED THAT THEY EXECUTED THE ABOVE INSTRUMENT.

NOTARY PUBLIC \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )  
THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.

BY \_\_\_\_\_ AS \_\_\_\_\_ OF TRUCKEE MEADOWS WATER AUTHORITY, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, WHO ACKNOWLEDGED THAT THEY EXECUTED THE ABOVE INSTRUMENT.

NOTARY PUBLIC \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )  
THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.

BY \_\_\_\_\_ AS \_\_\_\_\_ OF CHARTER COMMUNICATIONS, A NEVADA CORPORATION, PERSONALLY APPEARED BEFORE ME, A NOTARY PUBLIC, WHO ACKNOWLEDGED THAT THEY EXECUTED THE ABOVE INSTRUMENT.

NOTARY PUBLIC \_\_\_\_\_

FILE NO. \_\_\_\_\_  
TENTATIVE PARCEL MAP FOR THE PITTS FAMILY TRUST DATED DECEMBER 16, 2002  
THIS IS A MERGER AND RESUBDIVISION PER NRS 278. A DIVISION OF PARCEL A-1 & PARCEL A-2 OF PM 3982 LOCATED WITHIN THE SE 1/4 OF SECTION 17 & NE 1/4 SECTION 20, T19N, R19E, MDM WASHOE COUNTY NEVADA  
N. YIMES\00855.00\SPAL\00855.PLD\06 -- 12:28 PM -- 15-JUL-2019

FEES: \$ \_\_\_\_\_  
FILED FOR RECORD AT THE REQUEST OF SUMMIT ENGINEERING CORPORATION ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2019, AT \_\_\_\_\_ MINUTES PAST \_\_\_\_\_ O'CLOCK \_\_\_\_\_ OFFICIAL RECORDS OF WASHOE COUNTY, NEVADA  
COUNTY RECORDER \_\_\_\_\_ BY: \_\_\_\_\_ DEPUTY

SHEET 1 OF 2





