



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

## Parcel Map Review Committee Members

Thursday, April 9, 2020  
2:00 p.m.

Larry Chesney, Planning Commission  
James English, Health District  
Tim Simpson, Environmental Engineer  
Wayne Handrock, Engineering  
Dale Way, Truckee Meadows Fire Protection District  
Eric Young, Planning and Building

Washoe County Administration Complex  
County Commission Chambers  
1001 East Ninth Street  
Reno, NV

**Due to COVID-19: No members of the public were allowed in the BCC Chambers due to concerns for public safety resulting from the COVID-19 emergency** and pursuant to the Governor of Nevada's Declaration of Emergency Directive 006 Section 1 which suspends the requirement in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate. This meeting was held by teleconference only.

**The meeting was televised live and replayed on Washoe Channel at: <https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> also on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>**

Public comment was allowed as follows: As required by the Governor's Declaration of Emergency Directive 006 Section 2, members of the public may submit public comment by logging into the ZOOM webinar by accessing the following link: <https://zoom.us/j/199412872>. NOTE: This option would require a computer with audio and video capabilities. Additionally, public comment could be submitted via email to [washoe311@washoecounty.us](mailto:washoe311@washoecounty.us) or by leaving a voice message at: (775) 954-4664. Voice messages received were either broadcast into the Commission Chamber during the meeting or transcribed for entry into the record.

The Washoe County Parcel Map Review Committee met in regular session on Thursday, April 9, 2020, at 2:00 p.m., in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada.

### 1. \*Determination of Quorum

Eric Young called the meeting to order at 2:06 p.m. The following members and staff were present:

Departments represented: Community Services Department (CSD)  
Wayne Handrock, Engineering  
Tim Simpson, Environmental Engineer  
Eric Young, Planning and Building  
Planning Commission  
Larry Chesney  
Truckee Meadows Fire Protection District  
Dale Way (newly appointed)

Departments absent: Health District  
James English

Staff present: Roger Pelham, Senior Planner, Planning and Building

Donna Fagan, Recording Secretary  
Katy Stark, Recording Secretary  
Nathan Edwards, Deputy District Attorney, District Attorney's  
Office (via Zoom)

## 2. \*Ethics Law Announcement

Deputy District Attorney Nathan Edwards recited the Ethics Law standards.

## 3. \*Appeal Procedure

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

## 4. \*General Public Comment

Eric Young welcomed newly appointed, Dale Way with Truckee Meadows Fire Protection District.

## 5. Possible action to approve Agenda

In accordance with the Open Meeting Law, Wayne Handrock moved to approve the agenda of April 9, 2020, as written. The motion, seconded by Larry Chesney, passed unanimously.

## 6. Possible action to approve January 9, 2020 Draft Minutes

Larry Chesney moved to approve the January 9, 2020 draft minutes, as written. The motion was seconded by Wayne Handrock and passed unanimously.

## 7. Project Review Items

**A. Tentative Parcel Map Case Number WTPM20-0001 (MHC 70)** – Tentative Parcel Map Case Number WTPM20-0001 (MHC 70) – For possible action, hearing, and discussion to approve a tentative parcel map to divide one parcel of approximately 35.73 acres into two parcels of approximately 25.73 acres and approximately 10.0 acres.

- Applicant: MHC 70, LLC
- Property Owner: MHC 70, LLC
- Location: 205 US Highway 395 South, north of its intersection with Old Washoe Drive
- APN: 046-080-42
- Parcel Size: ± 35.73
- Master Plan: Commercial (C)
- Regulatory Zone: General Commercial (GC)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Lucey
- Staff: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775-328-3622
- E-mail: [rpelham@washoecounty.us](mailto:rpelham@washoecounty.us)

Eric Young opened the public hearing. Roger Pelham reviewed his staff report dated March 17, 2020.

Ryan Cook with Summit Engineering, the applicant's representative, indicated they agree to comply with condition 3(b) as opposed to 3(a), at this time. Mr. Cook also submitted an email indicating the same.

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

Larry Chesney moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number WTPM20-0001 for MHC 70, 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. The motion was seconded by Wayne Handrock, and carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
  - a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
  - b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
  - c) The availability and accessibility of utilities;
  - d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
  - e) Conformity with the zoning ordinances and master plan;
  - f) General conformity with the governing body's master plan of streets and highways;
  - g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
  - h) Physical characteristics of the land such as floodplain, slope and soil;
  - i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
  - j) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands;
  - k) Community antenna television (CATV) conduit and pull wire; and
  - l) Recreation and trail easements

## **8. \*Reports and Future Agenda Items**

### **A. \*Legal Information and Updates**

DDA Edwards said he had participated in several virtual meetings now and they seem to be working well.

Mr. Young said we will be having virtual meeting for the near future and asked if anyone had any input or feedback that would help us do better, please let us know.

## **9. \*General Public Comment**

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

## **10. Adjournment**

Eric Young made the motion to adjourn at 2:19 p.m.

Respectfully submitted,

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Donna Fagan, Recording Secretary

Approved by Committee in session on \_\_\_\_\_, 2020

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Eric Young, Chair  
Senior Planner