

Parcel Map Review Committee

Staff Report

Meeting Date: January 14, 2021

Agenda Item: 7D

TENTATIVE PARCEL MAP CASE NUMBER:

WTPM20-0016 - Silverado Eagle Canyon

BRIEF SUMMARY OF REQUEST: To merge two parcels and re-divide into 3 new parcels to create 2 parcels and a common area parcel.

STAFF PLANNER:

Chris Bronczyk, Planner 775.328.3612 <u>cbronczyk@washoecounty.us</u>

CASE DESCRIPTION

For hearing, discussion, and possible action to approve a second parcel map within 5 years to merge 2 parcels (± 0.37 acres, ± 0.22 acres) and re-divide into 3 parcels of ± 0.19 acres (Lot 169-A) and ± 0.35 acres (Lot 168-A), and a common area lot of ± 0.04 acres (area C).

Applicant:	Silverado Eagle
Property Owner:	Canyon, LLC Silverado Eagle Canyon, LLC
Location:	1050 and 1054 Iron King Drive
APN:	532-324-05; 532-324- 06
Parcel Size:	0.37 acres; 0.22 acres
Master Plan:	Suburban Residential (SR)
Regulatory Zone:	Medium Density Suburban (MDS)
Area Plan:	Spanish Springs
Citizen Advisory Board:	Spanish Springs
Development Code:	Authorized in Article 606, Parcel Maps
Commission District:	4 – Commissioner Hartung



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 WTPM20-0016 for Silverado Eagle Canyon, 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 with Findings on Page 8)

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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 WTPM20-0016 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 Medium Density Suburban (MDS). The request is to merge 2 lots, and re-divide to create 3 total lots; 2 residential lots and a common open space lot. The sizes of the newly created lots will consist of ± 0.19 acres (Lot 169-A) and ± 0.35 acres (Lot 168-A), and a common open space development area lot of ± 0.04 acres (area C) which will be dedicated to the Eagle Canyon Ranch Homeowners Association and used for maintenance access to the North Spanish Springs Detention Facility. The proposed parcel map conforms to lot size and width requirements for MDS. The maximum density allowed with MDS is 3 dwellings per acre. The required setbacks for MDS are 20 feet in the front and rear yard setback, and 8 feet for the side yard setback.



Site Plan

Tentative Parcel Map Evaluation

Regulatory Zone:	Medium Density Suburban (MDS)
Maximum Lot Potential:	3
Number of Lots on Parcel Map:	3
Minimum Lot Size Required:	Article 406 requires that Medium Density Suburban lots be a minimum of 12,000 square feet. However, this parcel map is part of a previously approved tentative subdivision map – TM13-0002. The approved lot sizes ranged from 8,510 square feet to 37,591 square feet.
Minimum Lot Size on Parcel Map:	8,530 square feet
Minimum Lot Width Required:	This parcel map is part of a previously approved tentative subdivision map – TM13-0002. The subdivision map allows varying the lot widths.
Minimum Lot Width on Parcel Map:	44.65 feet

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

Development Suitability Constraints: The Spanish Springs Development Suitability Map, a part of the Spanish Springs Area Plan, identifies the subject parcel within a 1% FEMA Flood Hazard. The parcels are also located on flat area, and are suitable for development. Hydrographic Basin:

The subject parcels are within the Spanish Springs Valley Hydrographic Basin.

The subject parcels are inside the Truckee Meadows Service Area (TMSA).

The proposed subdivision is a second or subsequent division of a parcel map approved within the last five years.

Spanish Springs Area Plan

The subject parcels are located within the Spanish Springs Area Plan. The following are the pertinent policies from the Area Plan:

Policy	Brief Policy Description	Complies	Condition of Approval
SS 1.2	The Policy Growth Level for the Spanish Springs Suburban Character Management Area is 1,500 new residential units of land use capacity.	Yes	NA
SS 16.1	Whenever applicable, all development within the Spanish Springs Suburban Character Management Area will connect to a community sewer service.	Yes	NA

Relevant Area Plan Policies Reviewed

Development Information

The subject parcels are part of a previously approved Tentative Subdivision Map – TM13-002. At the request of Washoe County Engineering, a parcel map was submitted to Washoe County Planning to merge 2 existing parcels, and re-divide into 3 parcels, 2 for residential use, and a common area lot to allow for a point of access to the North Spanish Springs Detention Facility (APN: 532-020-04) for maintenance purposes. The applicant states that the original access to the northern and western maintenance access road was planned to connect to Lanstar Drive just north of the inlet channel to the east of the basin but is now too expensive to construct at this time. The parcel will remain under control of the Eagle Canyon Ranch Homeowners Association for continued maintenance purposes, but Washoe County will be granted an access and maintenance easement. The final map was approved on June 30, 2020; and therefore, this is a second subsequent parcel map. Accordingly, subdivision requirements will be required.

Per 606.30(d): Notice of Property Owners by Mail of Submittal of Tentative Parcel Map (Second or Subsequent Tentative Parcel Maps): If the application for a tentative parcel map is for the subdividing of a lot or lots created within five (5) years of the recording of a map creating the original parcel, notice shall be provided to the following persons within ten (10) days of the meeting of the Parcel Map Review Committee, setting forth the time, place, purpose of hearing, and map or physical description of the land involved:

- 1. All owners of real property that are the subject of the tentative parcel map application;
- 2. Advisory boards created by the Board of County Commissioners for the area in which the property that is the subject of the tentative parcel map application is located;
- 3. All owners of real property within five hundred (500) feet of the property which is the subject of the tentative parcel map application;
- 4. All tenants of any mobile home or manufactured home park that is located within five hundred (500) feet of the property which is the subject of the tentative subdivision map application; and

5. All General Improvement Districts (GID) for the area in which the property that is the subject of the tentative parcel map application is located

<u>Staff Comment:</u> Noticing was sent to 44 unique property owners within 800 feet of the parcels subject to the proposed parcel map application.

Reviewing Agencies

The following agencies Agency	received a Sent to Review	a copy of the Responded		ation for review and evaluation: Contact
Washoe County Building and Safety	\boxtimes			
Washoe County Parks and Open Spaces	\boxtimes	\boxtimes		Sophia Kirschenman – Parks Planner skirschenman@washoecounty.us
Washoe County Water Rights				Vahid Behmaram – Water Rights Manager vbehmaram@washoecounty.us
Washoe County Engineering	\boxtimes		\boxtimes	Wayne Handrock – County Surveyor – whandrock@washoecounty.us
WCHD – Environmental Health	\boxtimes	\boxtimes	\boxtimes	James English – EHS Supervisor jenglish@washoecounty.us
WCHD- EMS	\boxtimes			
WCHD – Air Quality				Genine Rosa – Environmental Engineer – grosa@washoecounty.us
RTC Washoe	\boxtimes			
Washoe Storey Conservation District	\boxtimes			

All conditions required by the contacted agencies can be found in Exhibit A, Conditions of Approval.

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.

<u>Staff Comment</u>: The application was routed to the Washoe County Health District and Washoe County Water Rights Coordinator. Environmental Health provided conditions of approval regarding municipal connections and future review. The Water Rights coordinator provided no conditions.

b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision.

<u>Staff Comment</u>: The parcels are part of a larger tentative subdivision map which will be served by municipal sewer and water.

c) The availability and accessibility of utilities.

Staff Comment. The parcels will be served by municipal sewer and water.

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

<u>Staff Comment</u>: The proposed application will only create 3 parcels. The impact of these 3 parcels are considered minimal.

e) Conformity with the zoning ordinances and master plan.

<u>Staff Comment</u>: Staff reviewed the application against the Development Code as outlined in the Tentative Parcel Map evaluation above. Staff also reviewed the application against Spanish Springs Area plan policies SS 1.2 and SS 16.1 as outlined above.

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

<u>Staff Comment</u>: The proposed application is in conformity with the master plan's streets and highways. It specifically advances Spanish Springs Area Plan Goal Eleven by providing an access easement that connects to the North Spanish Springs Detention Facility for maintenance purposes.

g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision.

<u>Staff Comment</u>. The proposed application will only create 3 parcels. This is not sufficient to require new streets or highways.

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

<u>Staff Comment</u>. The parcels are located within a 1% FEMA Flood Hazard. The parcels are also located on flat area and are 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.

<u>Staff Comment</u>. These provisions of statue 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.

<u>Staff Comment</u>. The application includes public access sufficient for TMFPD to provide fire access. All additional fire access and fire regulation will be addressed at the building permit stage.

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

<u>Staff Comment</u>: There is access to CATV conduit and pull wire.

I) Recreation and trail easements.

<u>Staff Comment</u>: The application was forwarded to Washoe County Parks Program; no conditions were received.

 Subdivision improvement considerations for second or subsequent parcel maps pursuant to Washoe County Code, Section 110.606.30(d) and which are in addition to the criteria listed above.

Recommendation

After a thorough analysis and review, Parcel Map Case Number WTPM20-0016 is being recommended for approval with conditions. Staff offers the following motion for the Parcel Map Review Committee's consideration.

<u>Motion</u>

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 WTPM20-0016 for Silverado Eagle Canyon, 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
 - I) Recreation and trail easements.
- Subdivision improvement considerations for second or subsequent parcel maps pursuant to Washoe County Code, Section 110.606.30(d) and which are in addition to the criteria listed above.

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: Silverado Eagle Canyon, LLC 5525 Kietzke Lane, Suite 102 Reno, NV 89511
- Representative: Kevin Almeter 1361 Corporate Blvd. Reno, NV 89502



Conditions of Approval

Tentative Parcel Map Case Number WTPM20-0016

The tentative parcel map approved under Parcel Map Case Number WTPM20-0016 shall be carried out in accordance with the conditions of approval granted by the Washoe County Parcel Map Review Committee on January 14, 2021. 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 on uses or development on the property.

<u>Unless otherwise specified</u>, 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: Chris Bronczyk; 775.328.3612; cbronczyk@washoecounty.us

- a. The applicant shall attach a copy of the action order approving this project to all permits and 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. WTPM20-0016 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 BUILDINIG 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; this approval may take up to three months to process. In addition, all related standards within the Washoe County Development Code shall be met on the construction drawings.

Washoe County Parcel Map Review Committee Conditions of Approval

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; 775.328.2318; whandrock@washoecounty.us

- a. Comply with the conditions of the Washoe County technical check for this map.
- b. Complete the Surveyor's Certificate.
- c. All boundary corners must be set.
- d. Add a Security Interest Holder's Certificate to the map if applicable.
- e. 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."

Washoe County Health District

3. The following conditions are requirements of Environment Health Services, which shall be responsible for determining compliance with these conditions.

Contact: James English, 775.328.2610, jenglish@washoecounty.us

- a. The WCHD has no comments or objections to this application as submitted as the proposed parcels will be served by community water and sewer service.
- b. Future development of the parcels will be reviewed as applicable by the WCHD

*** End of Conditions ***



WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT Engineering and Capital Projects 1001 EAST 9TH STREET RENO, NEVADA 89512 PHONE (775) 328-3600 FAX (775) 328.3699

INTEROFFICE MEMORANDUM

PARCEL MAP REVIEW

DATE: December 10, 2020

TO: Chris Bronczyk, Planner - Department of Community Services

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

SUBJECT: Parcel Map for: Silverado Eagle Canyon Parcel Map Case No.: WTPM20-0016 APN: 532-324-05 & 09 Review Date: December 10, 2020

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. All boundary corners must be set.
- 4. Add a Security Interest Holder's Certificate to the map if applicable.
- 5. 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."





WWW WASHOFCOUNTY US





December 5, 2020

Washoe County Community Services Planning and Development Division PO Box 11130 Reno, NV 89520-0027

RE: Silverado Eagle Canyon LLC; 532-324-05 & 06 Tentative Parcel Map; WTPM20-0016

Dear Washoe County Staff:

The following conditions are requirements of the Washoe County Health District, Environmental Health Services Division, (WCHD) which shall be responsible for determining compliance with these conditions.

Contact Name - James English - jenglish@washoecounty.us

- a) Condition #1: The WCHD has no comments or objections to this application as submitted as the proposed parcels will be served by community water and sewer service.
- b) Condition #2: Future development of the parcels will be reviewed as applicable by the WCHD.

If you have any questions or would like clarification regarding the foregoing, please contact James English, EHS Supervisor at jenglish@washoecounty.us regarding all Health District comments.

Sincerely,

James English, REHS, CP-FS EHS Supervisor Environmental Health Services Washoe County Health District



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EXHIBIT E



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Community Services Department Planning and Building TENTATIVE PARCEL MAP (see page 6)

PARCEL MAP WAIVER

(see page 11)

APPLICATION



Community Services Department Planning and Building 1001 E. Ninth St., Bldg. A Reno, NV 89512-2845

Telephone: 775.328.6100

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.
- I. 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

Parcel Map Waiver

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

- 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 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. Application Materials: The completed Parcel Map Waiver Application materials.
- 5. **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.

6. Development Plan Specifications:

- a. Record of Survey.
- 7. 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 one (1) 8.5" x 11" reduction of any applicable site plan, development plan, and/or application map. These materials must be readable. Labeling on these reproductions should be no smaller than 8 point on the 8½ x 11" display. 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) Appropriate map engineering and building architectural scales are subject to the approval of Planning and Building and/or Engineering and Capital Projects.
 - (iii) All oversized maps and plans must be folded to a 9" x 12" size.
 - (iv) 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.

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.

Project Information	S	Staff Assigned Case No.:			
Project Name:					
Project Description:					
Project Address:					
Project Area (acres or square fe	et):				
Project Location (with point of re	eference to major cross	s streets AND area locator):			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:		
Case No.(s).		s associated with this applicat			
		Professional Consultant:	sary)		
Property Owner: Name:		Name:			
Address:		Address:			
	Zip: Zip: Zip:				
Phone:	Fax:	Phone:	Fax:		
Email:		Email:			
Cell:	Other:	Cell: Other:			
Contact Person:		Contact Person:			
Applicant/Developer:		Other Persons to be Contact	ed:		
Name:		Name:			
Address:		Address:			
	Zip:		Zip:		
Phone:	Fax:	Phone:	Fax:		
Email:		Email:			
Cell:	Other:	Cell:	Other:		
Contact Person:		Contact Person:			
	For Office	e Use Only			
Date Received:	Initial:	Planning Area:			
County Commission District:		Master Plan Designation(s):			
CAB(s):		Regulatory Zoning(s):			

Applicant Name:

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

)

)

l, _____

(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):

Printed Name_____

Signed

Address

Subscribed and sworn to before me this _____ day of _____, ____,

(Notary Stamp)

Notary Public in and for said county and state

My commission expires:_____

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

- Owner
- Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- Dever 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

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)?
 - a. Please list the following:

APN of Parcel	Land Use Designation	Existing Acres

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

3. What are the proposed lot standards?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Minimum Lot Area				
Proposed Minimum Lot Width				

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				
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.)

|--|

6. Utilities:

a. Sewer Service	
b. Electrical Service/Generator	
c. Water Service	

- 7. Please describe the source of the water facilities necessary to serve the proposed tentative parcel map:
 - a. Water System Type:

Individual wells		
Private water	Provider:	
Public water	Provider:	

b. Available:

□ Now □ 1-3 years	3-5 years	5+ years
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c. Washoe County Capital Improvements Program project?

🖵 Yes	🗅 No

- 8. What sewer services are necessary to accommodate the proposed tentative parcel map?
 - a. Sewage System Type:

Individual septic		
Public system	Provider:	

b. Available:

□ Now □ 1-3 yea	s 🛛 3-5 years	5+ years
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c. Washoe County Capital Improvements Program project?

□ Yes □ 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 #	acre-feet per year
b. Certificate #	acre-feet per year
c. Surface Claim #	acre-feet per year
d. Other, #	acre-feet per year

- 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):
- 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.)

Yes	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.)

Yes I No If yes, include a separate set of attachments and maps.	🗆 Yes 🗆	No No	If yes, include a separate set of attachments and maps.
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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

🛛 Yes	🛛 No	If yes, include a separate set of attachments and maps.
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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.)?

□ Yes □ 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?
- 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.

Yes		No	If yes, include a separate set of attachments and maps.
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- 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?
- 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.

🗆 Yes 🗖 No	If yes, include a separate set of attachments and maps.
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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?

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

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

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

28. Surveyor:

Name	
Address	
Phone	
Cell	
E-mail	
Fax	
Nevada PLS #	

Parcel Map Waiver Application Supplemental Information

(All required information may be separately attached)

1. Identify the public agency or utility for which the parcel is being created:

a. If a utility, is it Public Utility Commission (PUC) regulated?

□ Yes □ No

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

a. Please list the following:

APN of Parcel	Land Use Designation	Existing Acres

3. Please describe:

- a. The existing conditions and uses located at the site:
- b. The existing conditions and uses in the vicinity to the north, south, east and west (i.e. vacant land, roadways, buildings, etc.):

North	
South	
East	
West	

4. What are the proposed lot standards?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Minimum Lot Area				
Proposed Minimum Lot Width				

5. Utilities:

a. Sewer Service	
b. Electrical Service/Generator	
c. Water Service	

- 6. Please describe the source and timing of the water facilities necessary to serve the proposed waiver.
 - a. Water System Type:

Individual wells		
Private water	Provider:	
Public water	Provider:	

b. Available:

D Now	1-3 years	3-5 years	5+ years

- c. If a public facility is proposed and is currently not listed in the Washoe County Capital Improvements Program and not available, please describe the funding mechanism for ensuring availability of water service:
- 7. What is the nature and timing of sewer services necessary to accommodate the proposed waiver?
 - a. Sewage System Type:

Individual septic		
Public system	Provider:	

b. Available:

c. Washoe County Capital Improvements Program project?

Yes	🖬 No
-----	------

- d. If a public facility is proposed and is currently not listed in the Washoe County Capital Improvements Program and not available, please describe the funding mechanism for ensuring availability of sewer service. If a private system is proposed, please describe the system and the recommended location(s) for the proposed facility:
- 8. Please describe whether any of the following natural resources are related to the proposed waiver:
 - a. Property located in the FEMA 100-year floodplain?

	Yes		No No	
Expl	anation:			
	a property contain watenda? (If yes	nla		

b. Does 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.)

□ Yes □ No

Explanation:

c. 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.)

□ Yes, the Hillside Ordinance applies.	No, it does not.
--	------------------

Explanation:

9. Surveyor:

Name	
Address	
Phone	
Fax	
Nevada PLS #	

MASTER STORM WATER INSPECTION FEE SCHEDULE (Article 421) Inspection of Storm Water Quality Controls

INSPECTION FEES	
CHARGES FOR PROJECT DURATION AND/OR LOCATION (See Note 9)	CHARGES PER ACRE
0 - 6 Months Construction	\$30
7 - 12 Months Construction	\$60
13 - 18 Months Construction	06\$
19 - 24 Months Construction	\$120
Over 24 Months Construction	\$190
Project within 1,000 feet of a FEMA Flood Zone A, AO, or AE	Additional \$30
Projects of less than one acre but are deemed sensitive/permitted by NDEP	Additional \$30
ADMINISTRATIVE SERVICE FEE (See Note 9)	FOR EACH APPLICATION
Per Site	\$30

no regional technology fees (RTF) are charged. The RTF will be added once the application is available through the Platform (Accela). actions within its authority. This application is not currently available through the Regional License and Permit Platform (Accela), so installation of the storm water controls. Payment of the double fee shall not preclude the County from taking any other enforcement NOTE 9: The above listed fees shall be doubled if the construction activity is commenced prior to the issuance of the required permit and/or

In accordance with Nevada Revised Statutes, application fees must be deposited the day of receipt. This does not guarantee the application is complete.

WTPM20-0016 EXHIBIT F