



WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

Parcel Map Review Committee Members

Thursday, August 11, 2022
2:00 p.m.

Rob Pierce, Planning Commission
James English, Health District
Wayne Handrock, Engineering
Dale Way, Truckee Meadows Fire Protection District
Roger Pelham, Planning and Building

REMOTE TECHNOLOGY MEETING ONLY

The Washoe County Parcel Map Review Committee met in a schedule session on Thursday, August 11, 2022. This meeting was held via Zoom teleconference.

The meeting was televised live and replayed on the Washoe Channel at: <https://www.washoecounty.gov/mgrsoff/Communications/wctv-live.php>, and can also be found on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>.

1. Call to Order and Determination of Quorum [Non-action item]

Chair Pelham called the meeting to order at 2:00 p.m. The following Committee members and staff were present:

Departments represented:

- Community Services Department (CSD)
Wayne Handrock, Engineering
Roger Pelham, Planning and Building
- Health District
Wes Rubio
- Planning Commission
Rob Pierce
- Truckee Meadows Fire Protection District
Dale Way

Members Absent: None

Staff present: Adriana Albarran, Recording Secretary
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office

2. Ethics Law Announcement [Non-action item]

Deputy District Attorney Jennifer Gustafson recited the Ethics Law standards.

3. Appeal Procedure [Non-action item]

Roger Pelham recited the appeal procedure for items heard before the Parcel Map Review Committee.

4. Public Comment [Non-action item]

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

5. Approval of Agenda [For possible action]

Chair Pelham moved to amend the agenda by moving item 7B: WTPM22-0011 (Riverview Estates), to the end of the public hearings. The new order of the public hearing items being A, C, D, B. Wayne Handrock moved to approve the amended agenda for the August 11, 2022 meeting. The motion, seconded by Wes Rubio, passed unanimously with a vote of 5 to 0.

6. Approval of July 14, 2022 Draft Minutes [For possible action]

Wes Rubio moved to approve the minutes for the July 14, 2022 Parcel Map Review Committee meeting as written. The motion, seconded by Wayne Handrock, passed unanimously with a vote of 5 to 0.

7. Project Review Items [For possible action]

A. Tentative Parcel Map Case Number WTPM22-0010 (Bocks PM) [For possible action] – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 2.2-acre parcel into 2 parcels of 52,307sf and 45,593sf.

- Applicant / Owner: Michael Bocks
- Location: 4955 Mount Rose Highway
- APN: 150-212-03
- Parcel Size: 2.35 acres
- Master Plan: Suburban Residential
- Regulatory Zone: Low Density Suburban
- Area Plan: Forest
- Development Code: Authorized in Article 606, Parcel Maps
- Staff: Courtney Weiche, Senior Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3608
- Email: cweiche@washoecounty.gov

Senior Planner Weiche reviewed the staff report.

Applicant Representative, John Gomez did not have a presentation but did have one question regarding the domestic well in the conditions of approval. He asked if the existing domestic well on the property had to be relinquished to Nevada State Engineers Office or if it was a new well that the condition 3a was referring to. Senior Planner Weiche reviewed condition 3a and asked if Chair Pelham could elaborate on the condition. Wes Rubio asked if the applicant is proposing connecting to Truckee Meadows Water Authority? John Gomez replied, no. Wes Rubio clarified that one well can serve one parcel. Planner Weiche shared her screen showing the memo from Timber Weiss, Washoe County Water Rights Manager, the memo explained the exemption from the relinquishment process.

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

Wes Rubio 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 WTPM22-0010 for Bocks, 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. Rob Pierce seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - i) 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;
 - ii) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the parcels of land being created;
 - iii) The availability and accessibility of utilities;
 - iv) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - v) Conformity with the zoning ordinances and master plan;
 - vi) General conformity with the governing body's master plan of streets and highways;
 - vii) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the parcels of land being created;
 - viii) Physical characteristics of the land such as floodplain, slope and soil;
 - ix) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
 - x) 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;
 - xi) Community antenna television (CATV) conduit and pull wire; and
 - xii) Recreation and trail easements.

C. Tentative Parcel Map Case Number WTPM22-0012 (Feickert PM) [For possible action] – For hearing, discussion, and possible action to approve a tentative parcel map dividing one 40.43-acre parcel into 4 lots. The parcels are proposed to be 10.02, 10.04, 10.07 and 10.30 acres.

- Applicant / Owner: Gene & Tara Feickert
- Location: 5870 Whiskey Springs Road
- APN: 077-560-05
- Parcel Size: 40.43 Acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: Medium Density Rural (MDR)
- Area Plan: Warm Springs Area Plan; Warm Springs Specific Plan
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 5 – Commissioner Herman
- Staff: Chris Bronczyk, Senior Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.36
- Email: cbronczyk@washoecounty.gov

Senior Planner Bronczyk reviewed the staff report.

Applicant Representatives, Michael Cabrera and Gary Guzelis did not have a presentation. Mr. Guzelis had a question for Planner Bronczyk regarding condition J and whether the terms of the condition had to be met prior to recordation or during the development agreement. Planner Bronczyk answered that the parcel map can't be recorded until exhibits of the condition are received and the development agreement is approved by the Board of County Commissioners. Representative Guzelis clarified then that the condition could be handled in the development agreement to which Planner Bronczyk replied, yes.

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

Wes Rubio 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 WTPM22-0012 for Gene & Tara Feickert, 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. Dale Way seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - i) 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;
 - ii) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the parcels of land being created;
 - iii) The availability and accessibility of utilities;
 - iv) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - v) Conformity with the zoning ordinances and master plan;
 - vi) General conformity with the governing body's master plan of streets and highways;
 - vii) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the parcels of land being created;
 - viii) Physical characteristics of the land such as floodplain, slope and soil;
 - ix) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
 - x) 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;
 - xi) Community antenna television (CATV) conduit and pull wire; and
 - xii) Recreation and trail easements.

D. Tentative Parcel Map Case Number WTPM22-0013 (Spanish Springs Self-Storage) [For possible action] – For hearing, discussion, and possible action to approve a tentative parcel map dividing an 11.31-acre parcel into 4 parcels of 1.34, 1.35, 1.45, and 5.82 acres and relocating Campo Rico Lane.

- Applicant/Property Owner: Spanish Springs Self Storage LLC
- Location: 0 Campo Rico Lane
- APN: 534-571-02
- Parcel Size: 11.31 acres
- Master Plan: Commercial & Open Space
- Regulatory Zone: Neighborhood Commercial & Open Space
- Area Plan: Spanish Springs
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 4 – Commissioner Hartung
- Staff: Kat Oakley, Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3628

- Email: koakley@washoecounty.gov

Planner Bronczyk reviewed the staff report in Planner Oakley's absence.

Applicant Representative, Ryan Sims did not have a presentation but did add that this parcel map approval had been done twice prior.

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

Dale Way 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 WTPM22-0013 for Spanish Springs Self-Storage, 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. Rob Pierce seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - i) 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;
 - ii) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the parcels of land being created;
 - iii) The availability and accessibility of utilities;
 - iv) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - v) Conformity with the zoning ordinances and master plan;
 - vi) General conformity with the governing body's master plan of streets and highways;
 - vii) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the parcels of land being created;
 - viii) Physical characteristics of the land such as floodplain, slope and soil;
 - ix) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
 - x) 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;
 - xi) Community antenna television (CATV) conduit and pull wire; and
 - xii) Recreation and trail easements.

B. Tentative Parcel Map Case Number WTPM22-0011 (Riverview Estates PM) [For possible action] – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 19.9-acre parcel into 4 parcels: of 3.42 acres, 9.94 acres, 2.08 acres, and 4.55 acres; and to vary development code standards to decrease the minimum required width of parcel 4 (roadway parcel) from the required 100 feet to 50 feet pursuant to WCC 110.406.23.

- Applicant/ Owner: Riverview Estates Properties, LLC
- Location: South of I-80 at Exit 7
- APN: 038-172-14
- Parcel Size: 19.99 acres
- Master Plan: NA
- Regulatory Zone: Industrial (I)

- Area Plan: Verdi
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 1 – Commissioner Hill
- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3627
- Email: jolander@washoecounty.gov

Planner Olander reviewed the staff report.

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

The public hearing was closed.

Chair Pelham asked DDA Gustafson about the legality of the parcel map being heard by the committee.

DDA Gustafson replied it is within the committee's legal authority because a parcel map falls under the Tentative Subdivision Map header.

Wes Rubio questioned the wording in the application that stated there would be on-site sewage and municipal. Because the Health District does not approve commercial setbacks, he needed clarification regarding which parcel would be on septic and if it would meet the state minimum of 5-acres of sewage disposal area to be a commercial septic. Otherwise, an unbuildable lot would potentially be created until municipal services arrive; which would be a note that the Health District would require.

Chair Pelham asked Mr. Rubio if he would feel comfortable adding a note to the conditions. Mr. Rubio said that might not help the applicant either. Overall, Mr. Rubio was very hesitant to approve for the potential of creating a lot that would not be buildable.

Neither the applicant nor their representatives were available to clarify for Mr. Rubio at this time.

Wayne Handrock asked about tabling this application for next month until the applicant could contribute to the conversation.

Chair Pelham asked DDA Gustafson about the committee's ability to postpone the application without anyone from the applicant's side present.

Dale Way had one question for Planner Olander regarding the width of the North-South Street, Planner Olander responded the width is 50 ft and $\frac{3}{4}$ inches. Planner Olander also clarified for Dale Way that the general rule for building setbacks for this are 10 ft for a structure.

Wes Rubio asked Planner Olander if it was known what was being proposed for the parcels. Planner Olander responded that at this point, storage.

DDA Gustafson joined the conversation once again to clarify the committee's ability to postpone a decision for this case. First, it was clarified that this is Industrial not Commercial zoning as Mr. Rubio had referred to it. Mr. Rubio added that there is no difference in the determination on the type of septic. DDA Gustafson then referred to Washoe County Development Code Parcel Map Section 110.606.30(c) "Action Required by the Parcel Map Review Committee. If the application is determined to be complete, the Parcel Map Review Committee shall approve, conditionally approve, or disapprove the tentative parcel map within sixty (60) days of the date that the application is determined to be complete, unless the time limit is extended in writing by the mutual consent of the applicant and the Community Services Department, Planning and Building Division. Failure of the Parcel Map Review Committee to take action within the time prescribed in this section shall result in approval of the parcel map."

Chair Pelham asked Wes Rubio if there are sufficient safeguards in place that if this parcel map is approved, appropriate Health standards will be met including potentially having one parcel be unbuildable. Mr. Rubio restated his concern of creating an unbuildable lot. In order to move forward

Mr. Rubio suggested adding a condition that all lots must be served by a municipal sewer system or the case is denied and the applicants return.

Wayne Handrock proposed conditioning the approval so that all lots must be connected to municipal sewer or meet the Health District's requirements for septic.

Wes Rubio summarized then, that the applicants are required to either put a note on the parcel that says all parcels are required to connect to municipal sewer or they must demonstrate through an approved on-site sewage disposal plan from State of Nevada and NDEP that that lot can be served by sewer with what the applicants proposed development looks like.

Chair Pelham added that the applicant can always return for an Amendment of Conditions.

Planner Olander notified the committee that the applicant would be joining the meeting.

At 3:01 the committee took a recess.

The committee rejoined at 3:06, with applicant representative, Eric Sage, Surveyor from Wood Rodgers present.

Wes Rubio addressed all his concerns to Mr. Sage in hopes of clarification. Mr. Sage responded that the questions would be better addressed by their engineer designer and stepped away to see if they were available to join.

After a few minutes, Mark Cendagorta from Wood Rodgers joined the meeting. Wes Rubio asked Mr. Cendagorta about the on-site sewage system and municipal system that were both noted in the application. Mr. Cendagorta clarified that the on-site sewage disposal was an error. There would be no on-site sewage disposal.

There was no response to the request for public comment. The period was closed.

Mr. Rubio clarified that the current Conditions of Approval are appropriate as written.

Wes Rubio 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 WTPM22-0011 for Riverview Estates LLC., subject to the conditions of approval included as Exhibit A with the staff report, and to vary Table 110.406.05.1, to decrease the minimum required width of parcel 4 (roadway parcel) from the required 100 feet to 50 feet pursuant to WCC 110.406.23; and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30(e): Dale Way seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - i) 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;
 - ii) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the parcels of land being created;
 - iii) The availability and accessibility of utilities;
 - iv) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - v) Conformity with the zoning ordinances and master plan;
 - vi) General conformity with the governing body's master plan of streets and highways;
 - vii) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the parcels of land being created;
 - viii) Physical characteristics of the land such as floodplain, slope and soil;

- ix) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
- x) 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;
- xi) Community antenna television (CATV) conduit and pull wire; and
- xii) Recreation and trail easements.

8. Reports and Future Agenda Items [Non-action item]

- A. Future Agenda Items - None
- B. Legal Information and Updates - None

9. Public Comment [Non-action item]

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

10. Adjournment

Dale Way made the motion to adjourn at 3:18 p.m.

Respectfully submitted,

Adriana Albarran, Recording Secretary

Approved by Committee in session on September 8, 2022

Roger Pelham, Chair
Senior Planner